

Board of Directors Meeting

February 6, 7 pm

(Subject to approval by the Board at the March 6 Board meeting)

Zoom remote online and live streamed on YouTube

YouTube recording link:

<https://www.youtube.com/watch?v=Wu5Y8vQSvzw>

Board directors present: John Alexander, Sandra Bauer (VP of Philanthropy and Fund Development), George Braddock, Paxton Hoag, Tom Horn (President), Anthony “AJ” Jackson, (VP of Membership Engagement and Services), Kevin Levy, Lisa Parker (VP of Bylaws and Policy), Ann Rogers, Arna Shaw, Jon Silvermoon, and Sue Theolass. **Other Board officers present:** Hilary Anthony (Co-Treasurer), Lynda Gingerich (Co-Treasurer), and Stephen Diercouff (Secretary). **Staff present:** Kirsten Bolton (Executive Director), Alexis Maddock (Co-Event Manager), Mark Malaska (Co-Event Manager), Sierra McComas (Site and Facilities Manager), Vanessa Roy (Marketing Manager), Norma Sax (Office Manager, Board meeting scribe), and Alex Zabala (Office Assistant)

The meeting was facilitated by Al Ullman of White Bird.

The minutes of this Board meeting are presented with motions and votes without discussion. The entire meeting, including discussions, can be viewed on the YouTube recording at <https://www.youtube.com/watch?v=Wu5Y8vQSvzw>

Tom Horn, President, started off the meeting by reading our mission statement. “The Oregon Country Fair creates events and experiences that nourish the spirit, explore living artfully and authentically on earth, and transform culture in magical, joyous and healthy ways.”

Announcements

(YouTube video: 05:35)

Sue: The Kareng Fund Art Bingo Fundraiser will be held Sunday, February 26 from 3 pm to 6 pm at our new location, which is Drop Bear Brewery at 2690 Willamette.

AJ: I would like to acknowledge the massive loss of lives in Turkey and other places due to the earthquake. I hope we all send our positive energy to those countries as they deal with these tragedies. Also, say his name: Tyre Nichols — another Black man killed for no reason.

Stephen: Ballots for the special action are due February 18 at 8 pm at the OCF office. Wednesday, February 8, was the last day ballots could be mailed out. If someone needs a ballot later than that, they will have to pick up ballot at office by appointment only. Email elections@oregoncountryfair.org to make an appointment.

Shell Bell: We lost Fair family member, Nathan Gazurian, known as Bugg, of Ambiance Crew. Many in our community are deeply grieving his loss.

Minutes Review

(YouTube video: 13:48)

Paxton moved and Ann seconded to approve the minutes of the January 9, 2023, meeting. The motion passed: 11-0-1; Jon Silvermoon abstained. Jon was unable to attend the January 9 meeting because of a family matter.

Agenda Review and New Business

(YouTube video: 15:52)

Paxton moved and John Alexander seconded to approve the February 6 agenda. The motion passed: 11-1; AJ opposed.

Member Input

(YouTube video: 17:45)

Staff Report – Executive Director

(YouTube video: 37:15)

- Financials
 - Crews' budgets are being sent to coordinators in early February.
 - Capital improvement requests will be reviewed by the Budget Committee in February and presented to the Board at the March Board meeting.
 - We selected Green Growth CPA to conduct our SVOG program specific audit, our 2022 financial review and our 990.

- Culture Jam
 - We have hired Jans Ingber as the new Culture Jam Program Director. His start date is February 1, 2023. He has served as the Camp Director of Culture Jam for the last six years.
 - The Culture Jam dates will be August 4 – August 11, 2023, at Alice's.

- Fair Care
 - Fair Care has finalized the Progressive Solutions policy and sent it for legal review. We anticipate having the draft policy as New Business ready for the Board to approve in April 2023.

- Hybrid Meetings
 - Per a Board Motion, I am reporting progress to date as compiled by Vanessa Roy and Dean Middleton: We expect to have a finalized recommendation under New Business at the March 2023 Board meeting.

Option 1 – Lane Community College Main Campus, 4000 E. 30th Avenue, Eugene

- The Longhouse
 - Free, large space with capacity for 100-120 people
 - All the tech we need for meetings on site and tested during the annual meeting
 - Full kitchen space — We don't need to use the kitchen for anything other than making coffee. Any use of the stove or other appliances requires a food handler's card.
 - Fully stocked with long tables and chairs that can be arranged to meet the meeting demands
 - Two bathrooms
 - Lots of free parking with direct access
 - ADA accessible
 - Disadvantage: They are currently working to hire a new steward to handle the Longhouse booking. We should be able to book the space on a monthly basis, but they are waiting to place bookings until they have the steward hired.

- The Classroom(s)
 - They have two large classrooms available to rent on Main Campus. Room 106 holds 70 people. Room 105 holds 50 people
 - Rental cost is \$12.50/hour, which is \$37.50 for a 3-hour meeting
 - Arranged like a classroom, but we can move the tables and chairs for a round table experience. We are asked to put the room back to classroom setup when we conclude.
 - All the tech we need for meeting on site except wireless microphones. We can use the Owl for audio and bring in microphones from KOCF if needed. There is a built-in PA system we can use; however, guests at the meeting will have to either approach the Owl or use a microphone to be heard on Zoom and YouTube.
 - Ample parking
 - ADA accessible
 - Disadvantages
 - The parking lot is further away from the classroom than the Longhouse. Attendees will need to walk about the length of football field (120 yards).
 - The restrooms are further away from the classroom. There is a small concern about accessing the restrooms at night due to lack of security staff to unlock them; however, this is a small concern that can be remedied easily with a phone call at the beginning of the meeting.

We highly recommend either of these options given the price, available tech and overall relationship we have with LCC and KLCC. The campus is in a beautiful area. We are keeping up with the hiring process of a Longhouse steward since that's the best option for our needs.

Option 2 – Unitarian Universalist Church – 1685 W. 13th Avenue, Eugene

- The Sanctuary
 - This is a very large space (220 people) with risers and a podium. We have rented this space for the annual Food Committee meeting with great results.
 - Great tech including a built-in PA system, projector and large screen. They have microphones available for an audience to use. The microphone for the meeting would be on the risers or the podium.
 - Cost breakdown
 - Rental (3 hours @ \$80/hr) - \$240
 - Full Audio, Screen and Projector - \$150
 - Technician (3 hours @ \$40/hr) - \$120
 - Subtotal - \$510
 - 50% Discount - -\$255
 - **Total - \$255 per meeting**

- The Social Hall
 - This is a large open space with capacity for 100 people.
 - There is a kitchen attached for our light use. We can make coffee and use the fridge, but cooking and use of dishes would involve fees and a cleaning agreement.
 - They have TVs on rolling stands with a Zoom Portal. We would need two in this space to make sure all the Zoom attendees can be seen. We would also need to bring the Owl and possibly other audio devices.
 - Cost breakdown
 - Rental (3 hours @ \$55/hr) - \$165
 - Two 60-inch TVs with Zoom Portal (\$25 each) - \$50
 - Subtotal - \$215
 - 50% Discount - -\$107.50
 - **Total - \$107.50 per meeting**

- The Chapel
 - This is medium-sized classroom space with capacity for 50 people.
 - We would need one TV for this space along with the Owl. Since it's smaller, we would not need microphones for attendees. The Owl would be enough.
 - Cost breakdown
 - Rental (3 hours @ \$45/hr) - \$135
 - One 60-inch TV with Zoom Portal (\$25 each) - \$25
 - Subtotal - \$160
 - 50% Discount - -\$80
 - **Total - \$80 per meeting**

This is the base amount we would need. There is a \$50 booking fee for the initial contract for all spaces. Also, the use of the tech in the Sanctuary requires we pay their technician \$40/hour.

They may only need one hour for set up and take down, but it's variable on our needs. They also offer a PA system with two speakers and two mics for \$25/mtg. We can adjust our expenses by providing our own tech such as microphones and the Owl.

Option 3 – 4J Eugene School District – ATA – 1650 W. 22nd Avenue, Eugene

- The Eugene School District has several locations housed in their school system that can accommodate our needs. The prices range from \$24 to \$42 for the space we would need. There is a range of tech options based on which site we choose.
- I am currently researching spaces within the Arts and Technology Academy first. The ATA school is centrally located in town. I have not had the opportunity for a site visit yet.
 - The cost is \$36/hour - \$108/meeting
 - There is a great auditorium as well as classrooms that are large with on-site meeting technology.
 - I have a request for more information pending at this time.
- Administration
 - Currently working on 2023 contracts:
 - New Honey Buckets five-year contract
 - Ritz Sauna
 - White Bird
 - Lane County Sheriff's
 - Guidelines Printing
 - Currently working on permits:
 - 2023 Outdoor Assembly Permit – Far Side: Due March 2023; 60-day advance application of event required; Requires a public comment period.
 - The third Coordinators DEI Workshop will be held Tuesday, March 14, 6 pm-8 pm via Zoom. The second one was well received. It is my goal to offer these types of training to the membership this year.
- Projects
 - Entertainment applications are up on .org site and will close on February 15, 2023.
 - Craft Applications go on .org site in January 2023 and will close in April 2023
 - Spring Fling planning is underway. We have secured the WOW Hall for May 6, 2023. We anticipate revealing the 2023 poster at this event. There will be a fundraiser for Culture Jam at the event. Donations for raffle items are welcome.
- Crew and member data
 - We moving our data staff and membership data from the Virtual Sticker Booth to Four Winds. We will have a training for coordinators soon . User names and passwords will be going to coordinators soon.
 - Teen Crew assignment requests are due from coordinators by the end of February so Teen Crew apps can go up from March 1 through April 15.

Treasurers' Report

(YouTube video: 48:45)

Hilary said the Board passed the operating budgets last week and the Budget Committee will meet to review the capital project requests this month and present them to the Board in March. I want to thank everyone who has been involved in the budget process and particular thanks to the people who showed kindness and support for the people involved with the process. It's been a tough year with lots of strain and trauma, and kindness is a great antidote. There have been people who have shown great kindness and support and I want to thank them. Lynda dittoed Hilary's remarks.

Committee and Working Group Reports

(YouTube video: 50:50)

Committees should send their reports to Vanessa (vanessa@oregoncountryfair.org), to be posted on the .net site and included in the Board packet.

John Alexander: Reviewing the committee minutes I want to encourage everyone to take a look at them. As Board members we're sometimes charged with dealing with big and controversial issues. I want to acknowledge and encourage our members who are engaging in OCF related discussions wherever they are we all keep in mind kindness and OCF codes of conduct. I do want to highlight the work our committees do and these minutes. While we don't discuss the details for the minutes during this meeting, they are brought into the record of these business meetings. Take a look. These documents reflect an enormous amount of positive time, amazing creativity, spirit and love that our 10,000-plus members contribute to make our OCF what it is and our ability to meet our mission and philanthropic purpose. Be sure that our challenging work and our efforts to move beyond times of divisiveness are not overshadowed by the incredible work and positive contributions by our membership that are reflected in these minutes and each of the things we all bring to the Fair. I want us to honor our membership. I think of these as donors who are making this all happen. So thank you to everyone out there and let's remember to do our best to reflect the awesomeness while we continue to deal with what we need to as Board members and as a community.

Sue reported that the Bill Wooten Endowment Committee awarded a total of \$15,000 in grants to nonprofit organizations serving youth in the Fair's neighboring Fern Ridge community. This funding tangibly represents the Fair's deep appreciation for our own community. The following organizations received funding: Culture Jam for scholarships for low-income youth; Lane Arts Council an All About Art summer camp; Rural Arts Center in the Crow-Applegate-Lorane School District to provide multi-cultural art instruction on shortened school days; Veneta Elementary School for students to learn the method and science of tie-dying; and Wordcrafters, which will collaborate with Elmira High School to provide an arts residency to focus on creative writing and spoken word performance. The Leslie Scott Imagine Grant award goes to the funded project that best represents former General Manager Leslie

Scott's contributions to the Fair, which included providing opportunities for youth, reaching out to our neighbors and nurturing creativity. This year's awardee is Wordcrafters.

Old Business

Approve Suggested Guideline Changes

See the 2022 Guidelines at <https://oregoncountryfair.net/documents/>
Proposed changes are at <https://oregoncountryfair.net/guideline-change-proposals/>

Proposed Guideline Change #1

(YouTube video: 57:00)

Tom moved and Lisa seconded to accept Guideline change #1, page 7, section 15, paragraph 4, Information, Health and Safety.

Arna offered a friendly amendment to change "Violation of this guideline WILL result in probation or suspension" to "Violation of this guideline MAY result in probation or suspension." The friendly amendment was accepted.

The motion passed: 12-0.

Proposed Guideline Change #2

(YouTube video: 1:19:35)

Tom moved and Paxton seconded to accept Guideline change #2, pages 10-11, sections 25 and 26, Childcare.

The motion passed: 12-0.

Proposed Guideline Change #3

(YouTube video: 1:33:50)

(Changes #3 and #4 are out of order. Are you confused yet?)

Tom moved and Paxton seconded to accept Guideline change #3, page 16, Sections 39 and 17, Environment.

Change section 39 to: "To help prevent the invasion of the tree-killing beetle known as the emerald ash borer and other harmful insects, fungi and blights, externally sourced firewood is not allowed, and use of wood pallets is discouraged."

Change Section 17. Create new paragraph headed Firewood or Campfires: Only fires that receive permits from OCF Fire Crew are permitted. No other fires are permitted. In addition, no other sources of open flames or tiki torches are permitted on the property. Bringing firewood from outside the property is prohibited to prevent the spread of invasive species. Site-sourced firewood is available at Wood World and can be requested through QuarterMaster or site employees. Burning painted or treated wood is prohibited at all times on OCF property.

The motion was tabled until next month: 11-1. Sandra opposed.

Proposed Guideline Change #4

(YouTube video: 1:55:08)

Tom moved and Lisa seconded to accept Guideline change #4. This would clarify and update Fire procedures in page 9, section 17 and page 34, section 92.

The motion passed: 12-0.

Conflict of Interest

(YouTube video: 1:55:08)

AJ moved and Arna seconded to accept the potential conflict of interest for the 2023 Ritz Sauna contract between the Oregon Country Fair and the Ritz Sauna LLC on which George Braddock serves as Board president. The compensation includes 110 wristbands.

Jon Silvermoon moved and Ann seconded to table the motion.

(YouTube video: 2:04:10)

The motion to table failed: 5-7; Arna, AJ, Kevin, Sandra, Paxton, John Alexander, and George opposed.

The original motion failed: 7-4-1; Anne, Paxton, Jon Silvermoon, and Sue opposed; Lisa abstained.

Meeting Evaluation

(YouTube video: 2:34:05)

President's Peace

(YouTube video: 2:53:18)

Sometimes meetings are hard and sometimes we work through some things. I was just trying to manifest as much positivity as I could, which is always a good thing to do.

I was remembering when I was a kid and I could almost remember the smell of hay when I was walking into the Fair. I can remember the first time as a teenager I got to run around by myself. It was incredibly exciting and kind of scary. I met my wife at the Fair when we were 17 and 18. I'm 53 now; we've spent all that time at the Fair together at a booth.

I remember the first time I got juried in and I was so excited. I had to get in the woodshop and work on some of the things for the booth. My father-in-law and I have rebuilt our booth several times. I have so many incredible memories of the Fair and the things that make the Fair special.

I hope that we continue to manifest in ourselves our own experiences in the terms of what the Fair has brought us and the smells and the music and the taste of cheesecake and all the things that are amazing parts of the Fair. I'm going to try really hard to continue to remember those things and remember why I'm here as a Board member to help make those things happen for my children. I appreciate everybody and I appreciate the membership for being very

involved. I look forward to seeing everybody at the Fair and being able to share our own experiences. Thank you very much.

Next meeting: Monday, March 6, 7 pm.