

Craft Committee Minutes: 9-11-24

Format: Zoom

Attendance: Lucy Kingsley (Facilitator), Jay Shuster (Scribe), Sue, John G., Arna, James, Vince,  
Staff:

Other Participants: Tash, Danni Derrick, Morningstar (Registration), Paxton, Chris Ladovsky

Introductions and Announcements: What was something fun you did today?

Fathom in Portland a immersive art experience in Portland including many Fair  
Xavanadu artists may be closing 10/15 come check it out now.

OCF election is coming up educate yourself vote. Hope we have another booth person  
on board. Thanks John for running.

**Agenda Approval:** Date: September 11, 2024

Attendants: committee members

Staff

Coordinators

Guests

Scribe

Introductions and announcements:

Agenda approval

Minutes approval

Guest concerns

Board liaison report

Staff report

Coordinator report: craft committee

Booth registration

Old business: permanent booth placement preparation

Possible guideline changes (earlier deadline this year)

Remove annual site crafter meeting

Remove booth refund process

Establish jury process reform subcommittee

Establish booth rep reform subcommittee

Booth considerations-Arna

New Business

Next meeting date October 9, 2024

Meeting evaluation

**John moves Arna seconds**

Minutes Approval: by thumbs

Guest Concerns: N/A

Board Liasan Report: Arna: Committees must stay in good standing ie follow best practices and guidelines. Sue: WE received treasury report and did better than last year. More Wi-fi was available this year. Next board meeting is 10/7

Staff Report: N/A

Coordinators Report: Morningstar (registration) We have trouble with getting new permanent artisans camping space. To many mediations to get 1yo and permanent folks camped. Mostly an issue for camping. WE have a crafter looking to get their OCF history figured out so they can apply for a permanent booth. Craft inventory should be able to help with that.

Old Business: Permanent booth placement preparation, Currently 6 letters in asking for permanent placement and a seventh asking for help. Morningstar will forward those to CC members. WE would like to see photos from all of this years applicants.

Guidelines changes: have annual on site crafter meeting removed.

Refund discussion (Arna posted in chat as something to work from) "If an emergency prevents your participation in the fair, the total booth cart or strolling fee will be refunded if the registration crew is notified by June 30th. Send this request via email "booth fee refund request" in the subject line. After June 30th refunds will be looked at on a case by case basis. Requests for pass refunds after fair will be made for illness or emergencies on a case by case basis. No request will be accepted after July 31st."

Permanent booth location movement request. Does this need to be modified in the guidelines. should it be? Sue proposed, "Current booth reps can request permission to move to a vacant booth. A request must be submitted to booth registration by March 1st." We can finalize at next meeting.

Request made to send around newly written guideline changes before next meeting.

Establish Jury process reform work group: WE would like some members from this committee, registration, craft inventory and crafters who we will reach out to through booth reg. Discussion about how to get people and worries about to many people being interested. Work group meetings are not recorded but minutes are taken and shared at the next whole committee meeting. Interested craft committee members and attendees at this meeting are James, Vince, Chris, Morningstar (maybe). Other possible people mentioned Adam, Ken and Jeff Harrison. Group will plan a time and James will write up a request for folks interested in working on the process. Plan to report at spring craft committee retreat.

Establish booth representative reform work group: Lucy, Sue, Jay, Tash, Morningstar(??). This group will work together to set an initial meeting time and write a letter to send through booth registration to find more interested parties. Plan to report at spring craft committee retreat.

Booth considerations-Arna: tabled until next month

Some wifi discussion happened

New Business:

Next Meeting: October 8th 5:30 on Zoom  
Craft Committee retreat: 2/28-3/2 Alices and Zoom

Meeting Evaluation:

Good meeting.

Arna sent wording for the guideline change.

Thanks John g for running for board it is important to have crafter representation.

Please try to get agendas on the .net site early so people can be informed and prepared.

Next month: Permanent placement, Booth considerations-Arna, work group reports,