

**Board of Directors Meeting
November 3, 2025, 7 pm**

(Subject to approval by the Board at the December 2025, Board meeting)

Zoom remote online and live streamed on YouTube

YouTube recording link: <https://youtu.be/q27Z1HEnf5M>

Board Directors present: Anthony “AJ” Jackson (President), Lawrence Taylor, Zahra Indigo Ronlov, Sandra Bauer, George Braddock, Paxton Hoag, Kevin Levy, Trevor Ross (Vice President), Jon Steinhart, John Govsky, John Davis and Teresa Vaughn. Other Board officers present: Hilary Anthony (Treasurer), Jeffrey Rames (Membership Secretary) and Anna DiBenedetto (Recording Secretary). Staff present: Kirsten Bolton (Executive Director), Melissa Swan (Bookkeeper), Vanessa Roy (Marketing Manager), Alex Zabala (Office Manager), Sunny Arthurs (Assistant Event Manager) and Steven Berkson (Facilitator).

Announcements

Dani Derrick: She is the scribe for the Committee Best Practices Committee and they are down to only four voting members, so they are looking for new members. It’s best to have eight voting members. They meet the third Tuesday of the month at 6:15 on Zoom. They update and maintain the Committee Best Practices Manual. They would love to have you join them. Reach out to bestpractices@oregoncountryfair.org if interested.

Sandra: This is the first year for funding the Educational Grants to support innovation in programming at the Fair. They had some great submissions but only had a total of \$5,000 to distribute. They selected the following: Energy Park will receive a grant to expand the science education in Energy Park into other fields and invite other University of Oregon science departments to participate. This one is still somewhat conditional; they are waiting for Energy Park to take the proposal to the entire group. Oasis had a proposal that outlines a three-part training series in restorative justice, conflict resolution, and de-escalation skills designed for OCF volunteers, staff, and community members. The goal is to strengthen community resilience, foster effective communication, and provide practical tools for navigating conflict both within OCF and in participants’ daily lives. The series will be interactive, engaging, and grounded in experiential learning. Participants will leave with concrete skills in listening, communication, and de-escalation while also building a stronger sense of community connection. Look for information in the program guide. Archaeology will get three new wall hanging or upright cases so they can exhibit more site artifacts. In addition, there will be a new display of Native Plants important to indigenous peoples. Planting boxes of native plants will include interpretative materials focusing on food and culture, with information on plant use, habitat distribution and effect of historical changes with Western agriculture.

AJ: The New Board of Directors met at the annual retreat last weekend. Thanks to membership for allowing them to meet as they do to start their year off in a good, positive direction. Also, he will be communicating with the office tomorrow to make sure they have the information about where to go for food resources for anyone looking for food resources during the government shutdown. Contact the Fair office after noon tomorrow and they should have a list of resources.

Paxton: He invited people to the EAB Board Workshop on November 17 at 7 pm. It will summarize what they have been working on and where they are going. Please come and listen and talk about it. It will affect the Fair tremendously in the future.

Minutes Review

(YouTube video: 0:06:27)

The Board approved the minutes of the October 6, 2025, meeting by unanimous consent.

Agenda Review

The Board approved the November 3, 2025, agenda by unanimous consent.

Staff Report – Executive Director

Kirsten: Congratulations to Kevin Levy, Zahra Indigo, Trevor Ross and Lawrence Taylor on their election to the Board of Directors and thank you to Arna Shaw and John Alexander for their Board service. Thank you to the Elections Committee for their hard work on making this year's election run smoothly and to all the volunteers who came out to help count the votes.

Administration: Staff Annual Reviews will be conducted in November. The Eugene office will be closed the following dates: November 27 and 28 and December 15 to January 2, 2026. The Event Manager position is expected to be filled by November 20 with a start date of January 5, 2026. Budget Committee is in full swing. We have placed a hold on budget increases again this year. We will be evaluating and addressing strategic operational increases. The Board will vote on the expense budget at the Monday, January 26, 2026, Board Budget Meeting. The Board will vote on the 2026 Capital Improvements Budget at the March 2, 2026, Board meeting.

Event Management: As a reminder, the Guideline Change form is on the .net site. The form closes on November 15. All recommended policy guideline changes will be published in the December Fair Family News and be under New Business at the December Board meeting. The 2026 Spring Fling is scheduled for Saturday, May 2 at the WOW Hall. The 2026 Culture Jam is tentatively scheduled for Thursday, July 30, to Thursday, August 6. The 2026 Teddy Bear Picnic is scheduled for Sunday, August 16. Craft applications run from January 6 to March 1, 2026. Teen Crew Application for Coordinators will open in February 2026. Entertainment Applications run November 1 to February 15, 2026. Food Applications run October 15 to November 15. The Food Committee is looking for at least two new food booths. Tickets go on sale February 15, 2026. Tickets shift to full price on June 15, 2026, at \$60 per day.

Site: The installation of the manufactured home at the Winery is almost done. The interior is done. We are waiting for the landscaping and stairs on the front and back of the house to be installed. We need furniture donations for this house. It has three bedrooms and we are looking for mattresses — preferably twin, or foam pads, couch(es), chairs and a table. Please call the office if you have something you'd like to donate to see if we still need it.

Marketing: Be sure to check out our Commemorative Sales Merchandise site at merch.oregoncountryfair.org. The store will be shut down on December 15. We'll put everything

in the mail by December 17 so they arrive before the holiday. All of our posters are available for reprint. The Fourth Quarter direct donor campaign launched October 1. Please consider making a cash donation to OCF. We will provide you with a tax-deductible receipt for you to use for your 2025 taxes.

Treasurers' Report

(YouTube video: 0:12:31)

Hilary: The Budget Committee has been meeting throughout October and will continue to meet in November. Thanks to the coordinators who have gotten their schedules to them. A subcommittee is reviewing them, creating an archive as well as reviewing the information to look for patterns and trends to get them caught up on background information. They have two people sitting in on the Committee this year: Annette Sturgill and William Parnham. Their interest and time are appreciated. Next month the Budget Committee will present the Revenue Projection Recommendations to the Board for a vote. They are recommending keeping the same ticket prices and no increase for people on property.

Committee and Working Group Reports

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

Craft Committee met August 13 and the minutes are here: https://oregoncountryfair.net/wp-content/uploads/bsk-pdf-manager/2025/10/8_13_25-craft-committee-minutes.pdf.

Craft Committee met September 10 and the minutes are here: https://oregoncountryfair.net/wp-content/uploads/bsk-pdf-manager/2025/10/9_10_25-craft-committee-minutes-.pdf.

Elders Committee met June 19 and the minutes are here: https://oregoncountryfair.net/wp-content/uploads/bsk-pdf-manager/2025/10/EldersCommMtg_061925.pdf.

Elders Committee held a retreat on September 20 and the minutes are here: <https://oregoncountryfair.net/wp-content/uploads/bsk-pdf-manager/2025/10/EldersCommFallRetreat-092025.pdf>.

Elders Committee met on September 25 and the minutes are here: <https://oregoncountryfair.net/wp-content/uploads/bsk-pdf-manager/2025/10/EldersCommMtg092525.pdf>.

Path Planning Committee met on September 14 and the minutes are here: <https://oregoncountryfair.net/wp-content/uploads/bsk-pdf-manager/2025/10/Path-Planning-Meeting-Minutes-9-14-25.pdf>.

Elections Committee report from Jeffrey Rames: We know who won the Board seats. Congratulations to Trevor, Kevin, Indigo and Lawrence. We sent out about 5,765 ballots this year. This is about 300 more than last year. This is chiefly driven by new members at Fair. We had 1,500 new members sign up this year and just under 1,200 who had to be dropped for not voting in the last

three years, per the Bylaws. There were only 33 who could not get a ballot due to no street or email address on file. There were not a lot of undeliverable ballots because email tends to be more current and accurate than street addresses. We didn't have to replace a lot of ballots but a few were switched between paper or email. We had 1,408 members return their ballots. Only 7 couldn't be counted. We counted 1,401 ballots. We had a lot of write-ins, about 40 of them. Most of them only got one vote; the most got six votes. On the Jill Heiman Vision Fund survey, 622 members said Basic Needs and Equality was top priority. Second was Environmental and Sustainability at 489. Arts and Culture came in at 238 votes. Ballots went out to 99 percent of registered members. 24.24 percent returned their ballots, which is about the same that voted. Last year about 20 percent of members voted, so we increased that by about 4 percent. About 99 people unsubscribed from the ballot emails. We need to figure out what that means. Does it mean they don't want to be a member, or they don't want to vote? The election was certified on October 19. We are updating a lot of data in Sunshine. We are removing all Fair member information off ElectionBuddy, so no member information stays there. That will be done this week. The Elections Committee, Jen-Lin, Merrell and Heidi did a huge amount of work, especially Heidi, did so much work. Heidi re-created again the membership list. So much kindness. Stephen Diercouff and his data were a huge asset as well. Jon Steinhart and his team were critical; this couldn't have happened without their help and expertise. It only took volunteers Heidi, Merrell, Jen-Lin, Jane Elliott, Kate Kinsley, Hilary and Suzi Prozanski about 20 minutes to count the paper ballots. There were only about 50 paper ballots despite mailing out more than 200.

The Board approved the committee minutes by unanimous consent.

Old Business

(YouTube video: 0:23:07)

2025 Election Results/Appoint Officers

Jon Steinhart moved and Kevin seconded to elect Anna DiBenedetto as Recording Secretary. The motion passed by unanimous consent.

AJ moved and Sandra seconded to elect Jeffrey Rames as Membership Secretary. The motion passed by unanimous consent.

Sandra moved and AJ seconded to elect Hilary Anthony as Treasurer. The motion passed by unanimous consent.

Lawrence Taylor moved and Teresa seconded to elect Trevor Ross as Vice President. The motion passed by unanimous consent.

Jon Steinhart moved and Kevin seconded to elect AJ as President. The motion passed by unanimous consent.

New Business
(YouTube video: 0:27:11)

Approve the Financial Planning Committee's 2026 Revenue Projections recommendation (AJ Jackson, George Braddock & Sandra Bauer)

**2026
Proposed
Pricing**

**2025
Actual
Pricing**

Admission

	Friday	Saturday	Sunday	Total	Friday	Saturday	Sunday	Total
3-Day	50	50	50	150	50	50	50	150
Advanced (6/13)	50	50	50	150	50	50	50	150
Full Price	60	60	60	180	60	60	60	180

**Pass Sales: Crews, SOs,
Trades**

SO	150		150
SO late	150		150
Elder	60		60
Elder Comp	150		150
EC late	150		150
Teen	60		60
Youth	0	No Charge for kids under 13	0
Worker Day	25	EP and CV	25
Full Price (previously Trades to Sell)	150		150
Discount (CV and EP)	60		60
VS	25		25
VS late	25		25
Oversized	150		150

Registration - Booth Fees

1yo	100	100
food cart	115	115
craft stroller	100	100
craft booth	200	200
food booth	350	350
nonprofit	75	75

Passes:

Registration/Booths

all passes	150
Extra	150
Late passes	150
Teens	60
Youth	0
Worker Day Pass W/Th/F/S/Su	25

No Charge for kids under
13

150
150
150
60
0
25

No Charge for kids under
13

VS	25
VS late	25
Oversized	150

25
25
150

Craft Jury Fees

first item	15
additional	10
public parking	20

15
10
20

OCF Revenue Projections

	2024	2025	2026
	15k/day tickets	15K/day tickets	15K/day tickets
Contributions:			
Community Center			
Donated Assets			
Durables Fund			
FV Donations			
Jill Heiman Fund			
Peach Power Fund			
LPFM			
Other:			
Contributions Subtotal:			
Donations			30,000
Culture Jam	24,000	25,000	25,000

Event			
ADMISSIONS	2,079,987	2,045,487	1,889,000
BARTER FAIR			
ChildCare			
comm sales	30,000	45,000	65,000
CRAFT JURY FEES			
Durables Sales	4,000	4,000	2500
Battery Sales	3,000	-6,000	
GREEN TICKET	40,000	40,000	36,000
ICE (New 2004)	3,000	15,000	18000
Impound Fees			
Paid Parking	137,000	150,000	165000
PASS SALES	674,845	816,489	898,613
PHOTO ID			
REGISTRATION	772,220	827,800	842,685
reg parking			
reg pass			
reg booth fees			
Misc. (Event)	11,000	25,000	8000
INTEREST		3,000	35000
Business Directory			
MISC			
NEWSLETTER	500	500	500
Site Use Fee	1,000	1,000	1000
misc total			
endowment inc			
not included			
TOTAL REVENUE	3,780,552	3,992,276	4,016,298
Event Income	3,755,052	3,962,776	3,839,298

After careful consideration, the Board Giving subcommittee is recommending that the Board Giving Fund give a total of \$28,000 to the following (Jon Steinhart, John Davis, Sandra Bauer and AJ Jackson):

1. Community Supported Shelters - \$13,500 for general organization operating funding to support the ability for the CSS to continue to provide high-quality services and care to those experiencing homelessness in Lane County.

2. Volunteers in Medicine Clinic - \$13,500 for general operating funds. As federal policies shrink financial support for minority populations and low-income individuals, the needs of nonprofits who serve them increases.

3. Skipping Stones - \$1,000 For general operating funds. They feature creative writing and art focusing on global, multicultural and diversity issues, nature awareness and climate issues. They serve about 200 families and send copies to 50 teachers and schools through a digital presence. OCF has funded them previously.

The focus on this year's funding cycle is Social Justice and Social Inequity. The work of these organizations strongly reflects the values and priorities of the Oregon Country Fair. We are honored to provide support for the important contributions of these organizations.

Appoint Norma Sax and Arna Shaw to the Jill Heiman Vision Fund Committee (John Davis, Teresa Vaughn and AJ Jackson)

Appoint Sean Cummins to the Budget Committee (Sandra, George and AJ Jackson)

Amend Article X of the By-Laws (Jon Steinhart, Kevin Levy, Trevor Ross, John Davis, George Braddock)

Currently Reads:

ARTICLE X: TRANSACTIONS WITH DIRECTORS OR OFFICERS

1. No director or officer of the OCF shall be interested, directly or indirectly, in any transaction with the OCF (including but not limited to contracts), unless:

- a) the transaction is approved or ratified by the affirmative vote of two-thirds of the Directors who have no direct or indirect interest in the transaction (the transaction may not be approved or ratified under this section by a single director); and
- b) the material facts of the transaction and the nature of the Director's or Officer's interest have been fully disclosed or are known to the Board prior to consideration of the matter and are determined by the Board to be fair to the OCF.

2. A Director or Officer of the OCF has an indirect interest in a transaction if:

- a) Another entity in which the Director or Officer has a material interest or in which the Director or Officer is an employee or general partner or is a party to the transaction; or

- b) Another entity of which the Director or Officer is a Director, Officer, or trustee is a party to the transaction and the transaction is or should be considered by the Board; or
- c) A person who is related to the Director or Officer, or a business associate of the Director or Officer, is a party to the transaction.

Recommend to read:

ARTICLE X: TRANSACTIONS WITH DIRECTORS ~~OR~~, OFFICERS, OR BOARD APPOINTEES

1. No director or officer of the OCF or Board appointee shall be interested, directly or indirectly, in any transaction with the OCF (including but not limited to contracts), unless:
 - a) the transaction is approved or ratified by the affirmative vote of two-thirds of the Directors — who have no direct or indirect interest in the transaction (the transaction may not be approved or ratified under this section by a single director); and
 - b) the material facts of the transaction and the nature of the Director's, ~~or~~ Officer's, or Board appointee's interest have been fully disclosed or are known to the Board prior to consideration of the matter and are determined by the Board to be fair to the OCF.

2. A Director or Officer of the OCF or Board appointee has an indirect interest in a transaction if:
 - a) Another entity in which the Director or Officer has a material interest or in which the Director, ~~or~~ Officer, or Board appointee is an employee or general partner or is a party to the transaction; or
 - b) Another entity of which the Director or Officer is a Director, Officer, or trustee is a party to the transaction and the transaction is or should be considered by the Board; or
 - c) A person who is related to the Director ~~or~~, Officer or Board appointee, or a business associate of the Director ~~or~~, Officer, or Board appointee, is a party to the transaction.

Meeting Evaluation

(YouTube video: 0:28:07)

Last round for the good of the peach

Teresa: She is thrilled that everyone was concise tonight. The retreat was excellent. It was good to learn about Indigo and Lawrence Taylor's expertise from their previous Fair experience. She is excited to get to know Trevor as well.

John Govsky: He expressed gratitude for everyone being so concise. It's nice to have a short meeting every once in a while. This is a lot of work!

Jon Steinhart: Thanks to the officers for volunteering to go the extra mile.

Paxton: He is looking forward to this next year. The retreat was great; we have a good team and we have a lot of progress to make.

Next Board Meeting: December 1, 2025, at 7 pm via Zoom

President's Peace

(YouTube video: 0:29:57)

AJ: Thanks to the outgoing Board members John Alexander and Arna Shaw, and thanks to the incoming Board members. Thanks to Kirsten and the staff for all that they do, especially behind the scenes at the retreat. As a leader and a teacher, he frequently thinks of a quote by Maya Angelou about needing to practice what you preach. My intention going forward as a leader in this organization is to be kind, grateful and practice what I preach. Thanks to the Board and membership for your trust. He's just a boy from South Central LA and he is eternally grateful for the opportunity to continue helping lead this organization.