

**Board of Directors Meeting  
December 1, 2025, 7 pm**

*(Subject to approval by the Board at the January, 2026 Board meeting)*

Zoom online and live streamed on YouTube

**YouTube recording link:** <https://www.youtube.com/watch?v=Zmu4kMcXYTI>

**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), Kim Langolf (future Event Manager) Sunny Arthurs (Assistant Event Manager) and Steven Berkson (Facilitator).

**Minutes Review**

**The Board approved the minutes of the November 4, 2025, meeting by unanimous consent.**

**Agenda Review**

Sandra moved and AJ seconded to move the Board Giving agenda item to the first spot on Old Business.

**The motion passed by unanimous consent.**

Jon Steinhart moved and George seconded to move the Article X Bylaws change to position three on Old Business.

**The motion passed by unanimous consent.**

**The Board approved the December 1, 2025, agenda as amended by unanimous consent.**

**Staff Report – Executive Director**

Kirsten: **Administration:** Staff annual reviews were conducted in November. The Eugene office will be closed December 15 to January 2. We have hired Kim Langolf (30-year Fair volunteer) as the new Event Manager. Her start date is January 5, 2026. She brings a wealth of knowledge and experience as an Event Manager and served as a volunteer on Booth Registration and Security. She has a Master’s Degree in Community and Regional Planning.

**Event Management:** The 2026 Guideline revision requests are in the December Board packet under New Business. We had the largest number of revisions requested since she’s been here. The Board will approve them at the January 2026 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 will run January 6 through March 1, 2026. Teen Crew applications

for coordinators will open in February 2026. Entertainment Applications run November 1, 2025, through February 15, 2026. Food Applications ran October 15 through November 15, 2025. The Food Committee is looking for 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 done! We will be installing internet soon and furnishings. Once that is done, we will open it up as meeting space.

**Marketing:** Be sure to check out our Commemorative Sales Merchandise site at [merch.oregoncountryfair.org](http://merch.oregoncountryfair.org). The store will be shut down on December 15 so we can get everything in the mail by December 17, so they arrive before the holiday. There is a promotion for free shipping if you spend \$75. 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: 0:08:56)*

Hilary: The Bylaws change on the agenda is about conflicts of interest in the IRS legal sense; those rules are intended to prevent people from profiting at the expense of the Fair. Those rules apply to us. Additionally, at the Fair, when people say conflict of interest, they often are talking about something different, a sense of fairness. In particular, when someone who has multiple roles might be making biased decisions. At Fair, we don't have a strong way to deal with that. We can address the "fairness" issue through guidelines, but it is a squishy topic. Enforcing conflict-of-interest policies go hand in hand with having a whistleblower policy. The IRS wants all nonprofits to have whistleblower policies related to legal issues.

We have Fair Cares, which has some protections, but mostly we have relied on staff for resolving legal issues, which is appropriate. We can do more to build on our ethical framework and communicate that. I always say how much I appreciate the responsibility that volunteers take on with handling large sums of money. Part of our ethical framework is creating that expectation of good behavior. Not everybody has complied in the past. There have been problems and we have had excellent staff who have followed through.

We need to talk about what happens with whistleblowers and how investigations go. If we allow problems to fester, laws to be broken, thievery to happen, assaults, harassment and violations of guidelines, allowing them to go on becomes like a cancer. People become cynical and disobey the rules and feel like it's OK. We can change our internal rules. We need to ask if our rules match our expectations. We need to take laws from the outside world seriously and for our internal rules, we need to take them seriously, too, and create expectations. By having good guidelines and policies that people feel committed to following, we build community and walk our talk.

### **Committee and Working Group Reports**

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

There were no open committee meeting minutes submitted this month.

### **Old Business**

*(YouTube video: 0:13:26)*

Board Giving Subcommittee recommendation that the Board Giving Fund give a total of \$28,000 (Jon Steinhart, John Davis, Sandra Bauer and AJ Jackson).

**Sandra moved and Jon Steinhart seconded to accept the Board Giving subcommittee's recommendation that the Board Giving Fund give a total of \$28,000 to the following organizations:**

**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 focus on 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.**

Sandra: For many decades, OCF has supported community organizations through various means, including the Board Giving Fund. We have given \$1.5 million back into the community over the last several decades We should be proud of that! We changed our process in the last year, so the majority is to be distributed annually. We have allocated 20 percent for emergent needs throughout the rest of the year. The new process for Board giving allows us to give larger grants and do sponsorships, so we can have a bigger impact with our philanthropic dollars.

Heather Quaas-Annsa from Community Supported Shelters: Thank you! They have been operating for 13 years. They serve unhoused people in Lane County and have 14 sites and 171 huts dispersed throughout Eugene. They also have a Day Access Center. They serve about 1,000 people annually through that program as well as about 250 people through the shelter program. Federal changes have affected their funding. This grant is huge to help them continue doing their work. You are invited to visit a Safe Spot. The sites at 18th and Chambers and the one near Autzen Stadium are the most prominent ones. You can chat with staff and clients there. They help people go from surviving to thriving.

Arun Toke from Skipping Stones: He has worked for the organization for 37 years. OCF has supported them for over a decade before COVID hit, so this is his first time back in five years. They publish writing and art by students and young people from diverse backgrounds. In 2024 they focused on autistic non-speakers, which qualifies under social inequity category. They also had a Gazan youth edition. The issues are online, too.

AJ: Thanks to those who came to enthusiastically tell us what they do and bringing kindness, joy and service to our community.

Paxton: Community Supported Shelters is an organization that we have supported before with gray water projects. He also appreciates the work of Stepping Stones.

Lawrence Taylor: He supports this motion. He is curious about the new medical clinic but trusts the recommendations of those who did the research.

**The motion passed: 12-0.**

*(YouTube video: 0:31:46)*

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

**Jon Steinhart moved and Sandra seconded to approve the Financial Planning Committee’s 2026 Revenue Projections recommendation:**

**2026 Proposed Pricing**

**2025 Actual Pricing**

**Admission**

	<b>Fri</b>	<b>Sat</b>	<b>Sun</b>	<b>Total</b>
<b>3-Day</b>	50	50	50	150
<b>Advanced (6/13)</b>	50	50	50	150
<b>Full Price</b>	60	60	60	180

	<b>Frid</b>	<b>Sat</b>	<b>Sun</b>	<b>Total</b>
	50	50	50	150
	50	50	50	150
	60	60	60	180

**Pass Sales:**

**Crews, SOs,  
Trades**

<b>SO</b>	150
	150
<b>SO late</b>	
<b>Elder</b>	60
	150
<b>Elder Comp</b>	
<b>EC late</b>	150
<b>Teen</b>	60
<b>Youth</b>	0
<b>Worker Day</b>	25

**No Charge for kids  
under 13**

**EP and  
CV**

150
150
60
150
150
60
0
25

**No Charge for kids  
under 13**

**EP  
and CV**

<b>Full Price (previously Trades to Sell)</b>	<b>150</b>
<b>Discount (CV/En Park)</b>	<b>60</b>

<b>150</b>
<b>60</b>

<b>VS</b>	<b>25</b>
<b>VS late</b>	<b>25</b>
<b>Oversized</b>	<b>150</b>

<b>25</b>
<b>25</b>
<b>150</b>

**Registration**

**- Booth Fees**

<b>1 yo</b>	<b>100</b>
<b>Food cart</b>	<b>115</b>
<b>Craft stroller</b>	<b>100</b>
<b>Craft booth</b>	<b>200</b>
<b>Food booth</b>	<b>350</b>
<b>Nonprofit</b>	<b>75</b>

<b>100</b>
<b>115</b>
<b>100</b>
<b>200</b>
<b>350</b>
<b>75</b>

**Passes:**

**Registration/  
Booths**

<b>SII passes</b>	<b>150</b>
<b>Extra</b>	<b>150</b>
<b>Late passes</b>	<b>150</b>
<b>Teens</b>	<b>60</b>
<b>Youth</b>	<b>0</b>
<b>Worker Day Pass W/Th/F/S/Su</b>	<b>25</b>

**No Charge for kids  
under 13**

<b>150</b>
<b>150</b>
<b>150</b>
<b>60</b>
<b>0</b>
<b>25</b>

**No Charge for kids  
under 13**

<b>VS</b>	<b>25</b>
<b>VS late</b>	<b>25</b>
<b>Oversized</b>	<b>150</b>

<b>25</b>
<b>25</b>
<b>150</b>

**Craft Jury Fees**

<b>First item</b>	<b>15</b>
<b>Additional</b>	<b>10</b>
<b>Public parking</b>	<b>20</b>

<b>15</b>
<b>10</b>
<b>20</b>

<b>OCF Revenue Projections</b>			
	<b>2024</b>	<b>2025</b>	<b>2026</b>
	<b>Approved</b>	<b>Approved</b>	<b>Proposed</b>
	<b>15k/day tickets</b>	<b>15K/day tickets</b>	<b>15K/day tickets</b>
<b>Contributions:</b>			
<b>Community Center</b>			
<b>Donated Assets</b>			
<b>Durables Fund</b>			
<b>FV Donations</b>			
<b>Jill Heiman Fund</b>			
<b>Peach Power Fund</b>			
<b>LPFM</b>			
<b>Other:</b>			
<b>Contributions Subtotal:</b>			
<b>Donations</b>			<b>30,000</b>
<b>Culture Jam</b>	<b>24,000</b>	<b>25,000</b>	<b>25000</b>
<b>Event</b>		``	
<b>Admissions</b>	<b>2,079,987</b>	<b>2,045,487</b>	<b>1,889,000</b>
<b>Barter Fair</b>			
<b>Child Care</b>			
<b>Comm sales</b>	<b>30,000</b>	<b>45,000</b>	<b>65,000</b>
<b>Craft Juy Fees</b>			
<b>Durables Sales</b>	<b>4,000</b>	<b>4,000</b>	<b>2,500</b>
<b>Battery Sales</b>	<b>3,000</b>	<b>-6,000</b>	
<b>Green Ticket</b>	<b>40,000</b>	<b>40,000</b>	<b>36,000</b>
<b>Ice (New 2004)</b>	<b>3,000</b>	<b>15,000</b>	<b>18,000</b>
<b>Impound Fees</b>			
<b>Paid Parking</b>	<b>137,000</b>	<b>150,000</b>	<b>165,000</b>
<b>Pass Sales</b>	<b>674,845</b>	<b>816,489</b>	<b>898,613</b>
<b>Photo ID</b>			
<b>Registration</b>	<b>772,220</b>	<b>827,800</b>	<b>842,685</b>
<b>Reg parking</b>			

Reg pass			
Reg booth fees			
Misc. (Event)	11,000	25,000	8,000
Interest		3,000	35,000
Business Directory			
Misc			
Newsletter	500	500	500
Site Use Fee	1,000	1,000	1,000
Misc total			
Endowment inc not included			
<b>TOTAL REVENUE</b>	<b>3,780,552</b>	<b>3,992,276</b>	<b>4,016,298</b>
<b>Event Income</b>	<b>3,755,052</b>	<b>3,962,776</b>	<b>3,839,298</b>

Hilary: Check the minutes if you want to dive into the details. The revenue projection is a combination of volume and price; there are no recommended increases. We have adjusted the volume somewhat. Our admissions were a little lower, so we adjusted that. Our pass sales, SO and vehicle stickers were raised a little, as well as Booth registration. They are also including the charitable giving donations and revised interest income, now that we are earning a lot on bank funds. The numbers are not quite comparable year-to-year for income, but revenue projection is within \$25,000 from last year, so the total number is quite comparable to last year. At the Financial Planning Committee, we did our first guess where expenses will come in. At the end of January, when the Budget Committee comes with operating expenses proposal, they will have adjusted cash flow. Right now, we are tracking it and the expenses are coming in a little less for operating but not sure capital, but it might be similar to last year. We are on track and she is comfortable with this revenue projection and hopes the Board will support it.

**The motion passed: 12-0.**

*(YouTube video: 0:35:46)*

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

**Jon Steinhart moved and George seconded to amend Article X of the By-Laws as follows:  
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.

Jon Steinhart: This is a minor update to plug a hole. We have a number of Committees to which we delegate giving money away. While Directors and Officers are covered by our Conflict of Interest provision, this closes a loophole. It's an important part of our governance.

Member Input:

John Alexander: While he does think the potential for appointee conflicts of interests should be addressed, he does not think this motion is ready for adoption. He thinks Bylaw sections addressing appointees need to be stand-alone. Appointees should not be lumped into policies about Directors and Officers. He had some questions about the motion. What are the intended outcomes and has the Board discussed risks? How might this affect volunteerism? Do the Bylaws define what an "appointee" is? If so, such details should be included with this motion. Without that definition, there is not enough information being provided to consider passing this. Is this an operations issue and if so, should it be addressed as such, identifying how the Executive Director involvement will be required to comply with this? How will this limit the ED's ability to acquire goods and services in a timely fashion? Will this discourage the Fair from keeping business "in the family" when appropriate? How might this affect Board vs. operations committees? The difference between Board and operations committees remains unclear to him. For example, last year he was told as a matter of fact that operations committees do not have Board Liaisons, however he now sees a new Liaison recently appointed to some operations committees. Changes to Bylaws should be rare and time should be taken to ensure they are well vetted publicly and by the Bylaws Committee. Such motions should not be rushed; they should be brought to the table with a higher level of caution, discussion, and time. Please consider taking this motion back to the drawing board and to the Bylaws Committee, especially because of its potential to affect our membership, and then have a public conversation about this motion before bringing it to a vote. Thanks for your service.

Steven Berkson: Speaking as member, not facilitator. He was privy to information about the appointee aspect and he wanted to say that he thinks that any appointee, anyone appointed to any task by the Board, would fall under this category. If that definition is too broad and you're focusing on committee members, maybe you could come back. At the same time, the Bylaws address conflicts of interest for Board members who are elected, appointees are chosen by the Board, so you could as easily and more appropriately do this in a policy for volunteers and committee members. You should have a conflict-of-interest policy anyway.

Hilary: She doesn't like the Bylaw because it's trying to duplicate what the IRS expects us to do, but it doesn't define things specifically enough. It's trying to get at whether people with the power of the purse favor themselves. That must be disclosed and assessed. A way around this would be that if we are extending this to appointees, don't give committees the power of the purse and ask the Board to make the money decisions.

Steven Berkson as a member: If you remove this from the Bylaws, you could simply have a Bylaw that says that Board members shall comply or be accountable to a Board conflict of interest policy.

Lisa Cooley: She wanted to echo what Steven said, that it should be a policy and give responsibility back to the Board.

Board input:

Indigo: She is cautious about changing Bylaws; that should be done minimally. This seems like a policy issue. We need a conflict-of-interest policy and it needs to be paired with a whistleblower policy. She would like to see this tabled.

Jon Steinhart: This is not intended to cover operational policies. Based on what he just heard, he is willing to withdraw this motion and craft something different, which would mean the Board would have presentations such as the organizations that just came to get funds approved by the Board.

John Govsky: It does not seem like we have an imminent threat. The process of changing Bylaws is something that should run by the Bylaws Committee first. It seems odd to bypass them even though this is a minor thing. If the Bylaws Committee tells us that it should be a policy, we could do that.

Lawrence Taylor: He agrees with what Hilary said about IRS requirements and what Steven said about what makes Officers and Directors special regarding their requirements being memorialized in the Bylaws vs. policy. Hopefully we stop bypassing the Bylaws Committee.

Paxton: He appreciates Jon Steinhart's offer to withdraw because he has a hard time defining what is a Board appointee. He cannot support this right now.

Trevor: Simplicity in policy amendment is good but he doesn't want us to fall into a trap of unintended consequences. The Bylaws Committee exists for a reason. Let's go through a normal process to achieve the goal that was offered at this meeting.

AJ: He appreciates the willingness to withdraw. A lot needs to be considered. His biggest concern is what Hilary mentioned, the power of the purse, which stops with the Board. He wants to know which committees are using funds without Board approval. This needs a lot more conversation before we move forward.

Kevin: Thanks for the discussion. His name was on the motion because it's about having the conversation. He likes that we have options and that Jon Steinhart is willing to go back to the drawing board.

Jon Steinhart: This could have been simplified. It was available to the membership for five or six weeks, but he didn't hear anything until this morning. If you are going to comment on our business, maybe make it sooner, so we don't have to take so much time at Board meetings.

AJ: He wants to give membership more grace. We are in the holiday season and people may not be paying attention as much as the Board should and does. We have a different obligation to pay attention than the membership. He is thankful when they show up to comment.

Lawrence Taylor: Having this public discussion has value.

Indigo: This is our opportunity to hear from each other and membership, not just emails.

**Jon Steinhart moved and Indigo seconded to withdraw the motion.**

**The motion was retracted.**

*(YouTube video: 0:53:28)*

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

**Teresa moved and John Govsky seconded to appoint Norma Sax and Arna Shaw to the Jill Heiman Vision Fund Committee.**

**Jon Steinhart moved and John Govsky seconded to split the consideration of Arna and Norma and consider them separately.**

**Motion failed: 1-10-1; Sandra, George, Paxton, John Davis, John Govsky, Trevor, Teresa, Lawrence Taylor, Kevin and Indigo opposed; AJ abstained.**

**Jon Steinhart moved and George seconded to add “for a period of three years.”**

Member Input:

Lisa Parker: She doesn't think they have ever put a term limit on a committee appointment before, so this may set a precedent.

John Alexander: If we are setting policies, let's create policies, not slip them in through the back door. He supports Arna and Norma. Arna is a founding member and of course, she should be on this.

Arna: Terms may be a good policy, but if we are creating policy, this is not how we do it, slipping it in the back door. We need to take it to Best Practices and we talk about it and then they bring it to the Board as a policy. She was one of the founders of the Jill Heiman Vision Fund and she has worked on it on and off for the last 29 years. It's near and dear to her heart and she knows Norma feels the same way, so she would love to be officially appointed.

**Board discussion:**

Teresa: She agrees that this is not the place to start setting limits. It is a good policy to consider. It will need more time.

John Govsky: He strongly believes that there should be terms, but this isn't the way to introduce it. He has spoken against lifetime appointments. Arna and Norma are pillars of the Fair and we should be thanking them for their years of service.

Sandra: It's a great idea to have terms for committees. Let's put together a policy. Coming in the back door doesn't feel thoughtful or judicious.

Indigo: She has been appointed as liaison to the Best Practices Committee. She could take this there if the Board chooses. She sees the benefit of term limits, if there are term limits for committee appointments, maybe we should have them for Board members too. She hears a call for fresh voices on the Board and fresh energy in committees. We are a lot of committed volunteers, so if we have people volunteering for 20 years, maybe we should let them.

Jon Steinhart: Indigo is not a new face on the Board. He is happy to sit down with Sandra and John Govsky on a policy, but he doesn't think this is a Committee Best Practices policy. This is a Board policy. This isn't about behavior of committee members, it's about how we appoint them to the committees. He made this motion because he received a fair amount of input from members about lifetime committee appointments. It's easy to burden future Boards with our decisions due to the super-majority decision-making system. He isn't worried about setting precedent. We set precedent recently when they set a deadline for a working group and it worked out pretty well. He is happy to withdraw this and work on a policy.

**Jon Steinhart moved and Teresa seconded to withdraw the amendment.**

**The amendment was withdrawn by unanimous consent.**

Teresa: She is so grateful to Arna and Norma for their willingness to do this amazing work. They both knew Jill and they can carry on her legacy.

AJ: He has a concern that we can fix in the future. When we appoint individuals, maybe we should think about having separate motions for each individual to unpair them. Thanks to Norma and Arna for continuing to show up and do the hard work of the organization. Norma just retired, but she loves us so much that she is back to contribute more! This was Arna's baby and she got it going. Thanks to them for showing up again.

John Govsky: He agrees with AJ and he wanted to clear up confusion around terms and term limits; they are not the same thing. He advocates for terms but not term limits.

Lawrence Taylor: Let's contemplate the vast work that this community requires. Let's let our volunteers volunteer as much as they want, such as Norma and Arna have done admirably. He believes that committee appointments should be allowed to last as long as they are behaving appropriately.

Kevin Levy: Thanks Norma and Arna. At the Jill Heiman Vision Fund meetings, they are doing awesome work.

**The motion passed: 12-0.**

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

**Sandra moved and Jon Steinhart seconded to appoint Sean Cummins to the Budget Committee.**

Sandra: Sean has been attending meetings for the last year. He is very knowledgeable and he's great on the Budget Committee. We need him.

Hilary: She agrees with Sandra. He has been participating more fully this year. Please approve him.

Jon Steinhart: He has been attending Budget Committee meetings and he is happy with Sean's participation.

Teresa: Thank you so much for your willingness to take on the numbers work.

**The motion passed: 12-0.**

### **New Business**

*(YouTube video: 1:15:26)*

Appoint Anna Brown, Synnove Abrahansen and Lisa Cooley to the Elders Committee (Kevin Levy, John Davis, Sandra Bauer, Jon Steinhart and Paxton Hoag)

Approve 2026 Guideline revisions (Sandra Bauer, Zahra Indigo, AJ Jackson, Trevor Ross)

**Recommended Guidelines Revisions  
December 2025**

**Requested edits/revisions listed by Guidelines edition, page, and section number**

1	PIII - WAIVER
2	CALENDAR – Pre-Pre & July 4
3	CALENDAR - Aug 1 Closing
4	CALENDAR - Sep Closure
5	GENERAL P5 S4 - Teen Passes
6	GENERAL P5 S4 - Resale of Inventory
7	GENERAL P8 S7 - Main Camp
8	GENERAL P8 S7 – Pre-Pre-Fair
9	GENERAL P8 S7 – Pre-Fair Crews
10	GENERAL P9 S9 - Animals & Liability
11	GENERAL P9 S11 -Entertaining
12	GENERAL P9 S11 - Signs
13	NEW P10 S16 - Glowsticks
14	GENERAL P14 S 24 - Non-Motorized Transportation
15	GENERAL P19 S34 - Privacy Policy
16	GENERAL P19 S34 - Sunshine
17	GENERAL - P20 S37 - Mystery Machines
18	GENERAL P25 S45 – Camping Before & After the Fair
19	GENERAL P25 S45 - Open Flames
20	GENERAL P26 S49 - Tent Tags
21	GENERAL P26 S50 - Campsites
22	GENERAL P27 S50 - Generators
23	GENERAL P27 S50 - Vehicle Camping
24	GENERAL P27 S51 -Amp Sound
25	GENERAL - NEW ADDITION (LIGHTS)
26	BOOTH P4 S8 - Permanent Booth
27	BOOTH P5 S10 - Crafter LOA
28	BOOTH P7 S14 - Food Committee
29	BOOTH P7 S15 - Menu
30	BOOTH P7 S17 - Food Booth Meeting
31	BOOTH P9 S20 - Probation
32	BOOTH P10 S25 - Water Storage
33	BOOTH P10 S25 - Sanitation
34	BOOTH P13 S31 - Booth Inv.
35	BOOTH P13 S31 - Supplemental Passes
36	BOOTH P14 S32 - Refunds
37	<u>BOOTH P14 S33 - Passes</u>

38	<u>BOOTH P15 S35 – Leave of Absence</u>
39	<u>BOOTH P16 - Red Tag</u>



**2. CALENDAR – Pre-Pre & July 4**

<b>Name:</b>	Sunny Arthurs
<b>Fair Affiliation:</b>	Staff
<b>Identify the proposed change by page and section number in the 2025 Guidelines. It would also be helpful to copy and paste the original text you would like to change or remove:</b>	Add Pre Pre to Calendar Add 4th of July to Calendar in front
<b>Show how the revised section is to read:</b>	May 23 Pre Pre Fair begins - Site CLOSED to all but working crews July 4 - Site CLOSED to all but working crews
<b>Identify other sections that would be affected by the change, if applicable:</b>	PreFair Meals, Main Camp
<b>Why does this change need to be made? Who would be affected?:</b>	Attempting to limit access to site to alleviate strain on resources (kitchen, port-a-potties)

**3. CALENDAR - Aug 1 Closing Booth**

<b>Name:</b>	OCF Staff
<b>Fair Affiliation:</b>	OCF Staff
<b>Identify the proposed change by page and section number in the 2025 Guidelines. It would also be helpful to copy and paste the original text you would like to change or remove:</b>	CALENDAR  August 31 - Last day to remove all temporary booth/loft structures, personal property, ground covers
<b>Show how the revised section is to read:</b>	CALENDAR - MOVE THIS TO AUGUST 1  August 1 - Last day to remove all temporary booth/loft structures, personal property, ground covers
<b>Identify other sections that would be affected by the change, if applicable:</b>	BOOTH GUIDELINES P15 S37 (Closing After the Event) - Add this verbiage to this section
<b>Why does this change need to be made? Who would be affected?:</b>	This change will provide our site staff more time to close up the site and get it ready for the winter months

**4. CALENDAR - September Closure**

<b>Name:</b>	OCF Staff
<b>Fair Affiliation:</b>	Staff
<b>Identify the proposed change by page and section number in the 2025 Guidelines. It would also be helpful to copy and paste the original text you would like to change or remove:</b>	(ADD TO CALENDAR P3) September 21 - October 2: Site CLOSED
<b>Show how the revised section is to read:</b>	September 21 - October 2: Site CLOSED for winter preparation
<b>Identify other sections that would be affected by the change, if applicable:</b>	NA
<b>Why does this change need to be made? Who would be affected?:</b>	

**5. GENERAL P5 S4 - Teen Passes**

<b>Name:</b>	Jon Steinhart
<b>Fair Affiliation:</b>	OCFIS Coordinator, BoD
<b>Identify the proposed change by page and section number in the 2025 Guidelines. It would also be helpful to copy and paste the original text you would like to change or remove:</b>	<p>Page 5, Section 4</p> <p>Wristbands cost \$60 each for teens age 13 through 18. All persons under the age of 18, whether on Teen Crew or not, must have a parent or responsible adult on site. Teen wristbands must be purchased through the crew or booth of their responsible adult. Teens (not on Teen Crew) need a photo ID to receive their wristband. If they do not have a photo ID, the crew person who purchased that Teen Pass may vouch for the teen’s identification.</p>
<b>Show how the revised section is to read:</b>	<p>Teen passes are limited to half the number of adult wristbands per crew or booth. Wristbands cost \$60 each for teens age 13 through 18. All persons under the age of 18, whether on Teen Crew or not, must have a parent or responsible adult on site. Teen wristbands must be purchased through the crew or booth of their responsible adult. Teens (not on Teen Crew) need a photo ID to receive their wristband. If they do not have a photo ID, the crew person who purchased that Teen Pass may vouch for the teen’s identification.</p>
<b>Identify other sections that would be affected by the change, if applicable:</b>	
<b>Why does this change need to be made? Who would be affected?:</b>	Adding limit to number of Teen Passes a crew can obtain to mirror the booth policy.

**6. GENERAL P5 S4 - Resale of Inventory**

<b>Name:</b>	Hilary Anthony
<b>Fair Affiliation:</b>	Treasurer
<b>Identify the proposed change by page and section number in the 2025 Guidelines. It would also be helpful to copy and paste the original text you would like to change or remove:</b>	General Guidelines page 6 Section 4, paragraph labelled "new"
<b>Show how the revised section is to read:</b>	Crew members can be approved by their coordinator to buy SO passes, Teen passes, or vehicle stickers. The price for an SO pass for the 2026 Fair is \$150. Checks returned for insufficient funds will be assessed a \$35 fee. No inventory will be issued until the pass or sticker is paid in full. Resale of OCF inventory (any type of pass, wristband, or vehicle sticker) for more than face value is a violation of OCF policy and can result in probation, suspension, or prosecution. Each person paying for, or receiving, OCF inventory must also receive an OCF issued receipt for the purchase of that inventory.
<b>Identify other sections that would be affected by the change, if applicable:</b>	the booth Guidelines also change
<b>Why does this change need to be made? Who would be affected?:</b>	

**7. GENERAL P8 S7 - Main Camp**

<p><b>Name:</b></p>	<p>Sunny Arthurs</p>
<p><b>Fair Affiliation:</b></p>	<p>Staff</p>
<p><b>Identify the proposed change by page and section number in the 2025 Guidelines. It would also be helpful to copy and paste the original text you would like to change or remove:</b></p>	<p>Move "Pre Fair Meals" (#6) To Main Camp (#7) pre-fair meals. The Oregon Country Fair is grateful for the time volunteers give to help build our event. In this spirit of gratitude, the Staff Kitchen serves meals to working crews only. It does not provide snacks, nor does it provide meals for crew members who are on site for meetings, trainings, camp setup, or personal walkarounds. Coordinators of pre-Fair working crews must turn in a meal count to Main Camp QuarterMaster, no later than 8 am for lunch, 2 pm for dinner, and 8 pm for breakfast the next morning. Teens will receive a meal if they are on site working or they must wait for seconds to be called. Children 12 and under will receive a meal only if they go through the line with their supervising adult.</p>
<p><b>Show how the revised section is to read:</b></p>	<p>No change to verbiage. <b>Move</b> to section 7 (Main Camp)</p>
<p><b>Identify other sections that would be affected by the change, if applicable:</b></p>	
<p><b>Why does this change need to be made? Who would be affected?:</b></p>	

8. GENERAL P8 S7 – PRE-PRE-FAIR

Name:	Sunny Arthurs
Fair Affiliation:	Staff
Identify the proposed change by page and section number in the 2025 Guidelines. It would also be helpful to copy and paste the original text you would like to change or remove:	Add the terms "Pre Pre Fair" and "Pre Fair" to Main Camp (#7)
Show how the revised section is to read:	<p><b>PRE-PRE-FAIR</b> is the last two weeks leading up to the opening weekend of Main Camp (usually the last two weeks in May). Site is CLOSED to anyone that is not actively working on a Pre-Fair Crew.</p> <p><b>PRE-FAIR</b> is the official opening of Main Camp. Pre-Fair begins in the first weekend in June. During this period, our kitchen, construction desk, archaeology desk, White Bird, and QM are open for volunteers.</p>
Identify other sections that would be affected by the change, if applicable:	NA
Why does this change need to be made? Who would be affected?:	

**9. GENERAL P8 S7 – PRE-FAIR CREWS**

<p><b>Name:</b></p>	<p>Sunny Arthurs</p>
<p><b>Fair Affiliation:</b></p>	<p>Staff</p>
<p><b>Identify the proposed change by page and section number in the 2025 Guidelines. It would also be helpful to copy and paste the original text you would like to change or remove:</b></p>	<p><b>PAGE 8 SECTION 7</b>          Add a section within “Main Camp” that lists Pre Fair Crews, states work party and meal limitations</p>
<p><b>Show how the revised section is to read:</b></p>	<p>Current Pre-Fair Crews</p> <ul style="list-style-type: none"> <li>• 4A – Alter Abled – Pre/Post</li> <li>• Archaeology</li> <li>• Art Barn</li> <li>• Banners and Signs</li> <li>• Camping</li> <li>• Childcare, Pre-Fair QM</li> <li>• Construction</li> <li>• Durables</li> <li>• Fire</li> <li>• Garden</li> <li>• Inventory</li> <li>• IT</li> <li>• Kitchen Pre-Fair</li> <li>• Main Camp</li> <li>• Medical</li> <li>• OCFIS</li> <li>• Office Town</li> <li>• Pre-Post Security</li> <li>• Recycling</li> <li>• Registration</li> <li>• Sanitation</li> <li>• Showers</li> <li>• Site</li> <li>• VegManECs</li> <li>• Water</li> </ul> <p>*Crews not on this list are able to schedule up to TWO (2) Work Parties prior to the event and are only eligible to eat at Main Camp during those scheduled Work Parties. Camping is also limited to approved Work Parties.</p>
<p><b>Identify other sections that would be affected by the change, if applicable:</b></p>	

**Why does this change need to be made? Who would be affected?:**

This specifies who is eligible to be on site, eat at Main Camp, and camp during pre-Fair.

**10. GENERAL P9 S9 – Animals & Liability**

<b>Name:</b>	Jon Steinhart
<b>Fair Affiliation:</b>	OCFIS Coordinator, BoD
<b>Identify the proposed change by page and section number in the 2025 Guidelines. It would also be helpful to copy and paste the original text you would like to change or remove:</b>	<p>9. No Dogs, Cats, or Other Domestic Animals.</p> <p>The prohibition of dogs on site, except service dogs, is in effect from June 1 through August 31. Anyone considering bringing a service dog to the event should refer to information in the Documents section at <a href="http://oregoncountryfair.net">oregoncountryfair.net</a>. Exotic birds (e.g., macaws, parrots) and certain types of reptiles will be considered on a case-by-case basis by management. Bringing any other animals to site, unless officially approved as a service animal or otherwise arranged by management, is prohibited at all times of the year. Anyone who refuses to comply will be told to leave and may be placed on probation. The OCF accepts no liability associated with bringing any animal to site. For more information, write to <a href="mailto:info@oregoncountryfair.org">info@oregoncountryfair.org</a>.</p>

<p><b>Show how the revised section is to read:</b></p>	<p>9. No Dogs, Cats, or Other Domestic Animals.</p> <p>The prohibition of dogs on site, except service dogs, is in effect from June 1 through August 31. Anyone considering bringing a service dog to the event should refer to information in the Documents section at oregoncountryfair.net. Exotic birds (e.g., macaws, parrots) and certain types of reptiles will be considered on a case-by-case basis by management. Bringing any other animals to site, unless officially approved as a service animal or otherwise arranged by management, is prohibited at all times of the year. Anyone who refuses to comply will be told to leave and may be placed on probation. The OCF accepts no liability associated with bringing any animal to site. Owners are responsible for any injuries or damages caused by their animal. For more information, write to <a href="mailto:info@oregoncountryfair.org">info@oregoncountryfair.org</a>.</p>
<p><b>Identify other sections that would be affected by the change, if applicable:</b></p>	<p>NA</p>
<p><b>Why does this change need to be made? Who would be affected?:</b></p>	<p>This makes it clear that owners are responsible for their animals and damage(s) caused by their animal.</p>

**11. GENERAL P9 S11 -Entertaining**

<p><b>Name:</b></p>	<p>Jon Steinhart</p>
<p><b>Fair Affiliation:</b></p>	<p>OCFIS Coordinator, BoD</p>
<p><b>Identify the proposed change by page and section number in the 2025 Guidelines. It would also be helpful to copy and paste the original text you would like to change or remove:</b></p>	<p>P9 S11  new: 11. Entertaining at the Fair.  Entertainment is scheduled throughout the Fair. The OCF places an emphasis on the handmade and encourages creative forms of mindful presentation in a way that does not preclude others from expressing themselves as well. Wandering performers, during day or night, are not allowed to have amplifiers, portable speakers, radios, or other such devices on OCF property, including paths, stages, stage areas, camping areas, or parking lots unless provided or approved by OCF Entertainment Crew coordinators or Fair Management. Unscheduled performers are expected to comply with the Wandering Performer Guidelines, available at the Check Inn booth at Entertainment Camp or on the oregoncountryfair.org and oregoncountryfair.net websites. An amplified sound permit is required if a Wandering Performer wants to use amplified sound in their performance. Please contact the nearest Information Booth if a performer is blocking a path. Friday through Sunday of the Fair, battery carts devoted to stages will be used only for acts coordinated and scheduled by Entertainment coordinators. Late-night performers should be respectful of the camp areas and needs of the Fair Family. Please be considerate and tolerant of those who want to celebrate, as well as those who want to enjoy the ambient sound of the site. If you believe there is a violation of this guideline, please contact your nearest Information Booth for assistance. See Section 51 for additional Sound guidelines.</p>

<p><b>Show how the revised section is to read:</b></p>	<p>Entertainment is scheduled throughout the Fair. The OCF place an emphasis on the handmade and encourages creative forms of mindful presentation in a way that does not preclude others from expressing themselves as well.</p> <p>Wandering performers are not allowed to have amplifiers, portable speakers, radios, or other such devices unless approved by a Back-Up Manager. Unscheduled performers must comply with the Wandering Performer Guidelines, available at the Check Inn booth at Entertainment Camp or on the oregoncountryfair.net website. An amplified sound permit (section 51) is required for a Wandering Performer to use amplified sound in their performance.</p> <p>Please contact the nearest Information Booth if a performer is blocking a path. Friday through Sunday of the Fair, battery carts devoted to stages will be used only for acts coordinated and scheduled by Entertainment coordinators.</p>
<p><b>Identify other sections that would be affected by the change, if applicable:</b></p>	
<p><b>Why does this change need to be made? Who would be affected?:</b></p>	<p>The wording of these guidelines is so confusing that people cannot determine that actually policy which leads to conflict. The proposed changes do not change any policy, they just make it clear.</p> <p>The proposed rewording of Guideline 11 may appear to be a policy change but I don't think that it is. I believe that what's there now hasn't actually been read carefully. The proposed rewording is to make the actual policy clear but may not be 100 percent correct.</p>

**12. GENERAL P9 S11 – Signs**

<b>Name:</b>	Michelle Fitz
<b>Fair Affiliation:</b>	Vaudeville Coordinator
<b>Identify the proposed change by page and section number in the 2025 Guidelines. It would also be helpful to copy and paste the original text you would like to change or remove:</b>	I am requesting something be added to the General Guidelines, that at this time is only listed in the Booth Guidelines. We have come into situations where performers are now hanging signage, and Vanessa and I touched base on this coming into 2025, thinking it would be important to add to Guideline suggestions coming into 2026.
<b>Show how the revised section is to read:</b>	No signs are allowed in the paths. If approved, signs may not be made of plastic or vinyl laminated signboard material commercial printing process. Hand-painted signs are recommended. Excessive signage is not permitted.  Entertainers wanting to hang signage must get prior approval from an Entertainment Coordinator.
<b>Identify other sections that would be affected by the change, if applicable:</b>	Perhaps around #11 on Pg 9? Or anywhere that it talks about performers and/or stages that feels more appropriate in the General Guidelines
<b>Why does this change need to be made? Who would be affected?:</b>	

**13. NEW P10 S16 – Glow sticks**

<b>Name:</b>	Lisa Parker
<b>Fair Affiliation:</b>	Prospective Elder
<b>Identify the proposed change by page and section number in the 2025 Guidelines. It would also be helpful to copy and paste the original text you would like to change or remove:</b>	No current Guideline exists. Consider adding to P10 and inserting this as Section 16
<b>Show how the revised section is to read:</b>	Glow sticks are single-use, unrecyclable plastic, and therefore are not allowed at the Oregon Country Fair.
<b>Identify other sections that would be affected by the change, if applicable:</b>	None
<b>Why does this change need to be made? Who would be affected?:</b>	<p>On April 7, 2013, the BoD passed a motion banning glowsticks at the Oregon Country Fair (see April 2013 BoD Meeting Minutes for motion and discussion).</p> <p>To my knowledge, this policy has not been rescinded. I don't see any mention of glow sticks in the Guidelines. Last year, I saw a lot of glow sticks. It's hard to tell folks they're not allowed if there is no mention of it in the Guidelines.</p> <p>Add to the Guidelines: Glow sticks are not allowed at the Oregon Country Fair.</p>

**14. GENERAL P14 S 24 – Non-Motorized Transportation**

<b>Name:</b>	Jon Steinhart
<b>Fair Affiliation:</b>	OCFIS Coordinator, BoD
<b>Identify the proposed change by page and section number in the 2025 Guidelines. It would also be helpful to copy and paste the original text you would like to change or remove:</b>	"Page 14, Section 24 (Youth on Site/last paragraph)  For safety reasons, scooters, bikes, tricycles, and other riding toys are not allowed from June1 through August 31. Only service bikes are allowed on paths, conditions permitting"
<b>Show how the revised section is to read:</b>	(Move to Page 21, Section37 / Transportation and Parking) From June 1 through August 31, scooters, tricycles, and other riding toys are not allowed on the paths except for bicycles with Mystery Machine stickers, conditions permitting. Mystery Machine applications are available at <a href="http://oregoncountryfair.net">oregoncountryfair.net</a> .
<b>Identify other sections that would be affected by the change, if applicable:</b>	N/A
<b>Why does this change need to be made? Who would be affected?:</b>	

**15. GENERAL P19 S34 - Privacy Policy**

<b>Name:</b>	OCF Staff
<b>Fair Affiliation:</b>	OCF Staff
<b>Identify the proposed change by page and section number in the 2025 Guidelines. It would also be helpful to copy and paste the original text you would like to change or remove:</b>	<p>P19 S34 Privacy Policy</p> <p>The Oregon Country Fair collects information only for its own use. The OCF will not require you to provide information that is not necessary either for membership in the Fair organization or participation in events put on by the organization. If you are a Fair member, information you provide will be used to verify membership and to track eligibility for member benefits. The Fair may also use membership information to contact you for Fair-related purposes. We will also disclose any information that we are required to by law. The Fair will not intentionally disclose, nor will we sell your information to third-party marketers, vendors, or other parties. In the future, there will be additional opportunities to sign up for information, notifications, and other mailing lists. These will be opt-in lists and will be covered by their own terms and conditions.</p>
<b>Show how the revised section is to read:</b>	<p>P19 S34 Privacy Policy</p> <p>All information you provide is confidential. We do not share your personal information except as necessary to conduct our business or as required by law.</p> <p>For more information about the Fair's Data Privacy Policy, please visit <a href="http://oregoncountryfair.net/general/documents/OCF Data Privacy Policy">oregoncountryfair.net/general/documents/OCF Data Privacy Policy</a>. (Link to be updated on .net site)</p>
<b>Identify other sections that would be affected by the change, if applicable:</b>	NA
<b>Why does this change need to be made? Who would be affected?:</b>	

**16. GENERAL P19 S34 – Sunshine Database**

<b>Name:</b>	OCF STAFF
<b>Fair Affiliation:</b>	OCF STAFF
<b>Identify the proposed change by page and section number in the 2025 Guidelines. It would also be helpful to copy and paste the original text you would like to change or remove:</b>	ADD TO P19 AFTER S34 (Create new section)
<b>Show how the revised section is to read:</b>	<p>Sunshine Code of Conduct</p> <p>The Sunshine Database is built for the exclusive use of Oregon Country Fair. All data collected is confidential. Anyone that is granted a credential agrees to not disclose or share any information they have access to through their credential. Misuse of a credential will be grounds for immediate suspension of credential, and additional consequences may include, but are not limited to, removal from participation in OCF activities.</p>
<b>Identify other sections that would be affected by the change, if applicable:</b>	
<b>Why does this change need to be made? Who would be affected?:</b>	

**18. GENERAL P14 S 24 – Mystery Machines**

<b>Name:</b>	OCF STAFF
<b>Fair Affiliation:</b>	OCF STAFF
<b>Identify the proposed change by page and section number in the 2025 Guidelines. It would also be helpful to copy and paste the original text you would like to change or remove:</b>	<p>CURRENT: Page 20, Section 37 / Transportation Privately owned vehicles used for Fair purposes. Some operational activities are performed thanks to the generously donated use of privately owned vehicles. Vehicles that are not street legal and/or do not carry standard liability insurance must be approved by OCF Management. Approval will include a signed agreement defining the terms of use.</p> <p>Alternative forms of motorized transportation. Vehicles such as, but not limited to, off-highway vehicles, ATVs, gators, golf carts, motorcycles, mini-bikes, scooters, mopeds, are prohibited on OCF property without prior approval. Each vehicle will be considered on a case-by-case basis; however, only those serving approved operational functions or other critical needs will be considered. Personal use vehicles will not be approved and should not be brought to the property. We will ask you to remove them. This guideline is not intended to limit the reasonable accommodation of alter-abled individuals</p>

UPDATE TO:

Page 20, Section 37 / Transportation

Mystery Machine permits are available for privately owned motorized vehicles, that are not full-size passenger vehicles and are performing crew-related operational activities and approved motorized and non-motorized service bikes. Mystery Machine permits will not be issued for personal use or personal transportation by crews. Please see the .net site for the on-line application. This guideline is not intended to limit the reasonable accommodation of alter-abled individuals; individuals in need of a 4A sticker for motorized transportation may contact 4A during Main Camp or in Dragon Plaza during the Fair.

If the Mystery Machine vehicle is to be used during pre-Fair/Main Camp, the application is due two weeks before Main Camp opens. If the vehicle is to be used during Fair, the application is due two weeks before the Fair.

Liability Insurance for the Mystery Machine vehicle is required and, at minimum, should be \$50k bodily injury per person, \$100k bodily injury per accident, and \$50k property damage per accident. Proof of insurance will be required at the time of application.

All vehicles issued a Mystery Machine sticker must be inspected by Motorpool. Permits are signed by vehicle owners upon completion of inspection. Limited quantities are available, so apply early. Applicants will be notified of their time of inspection.

Any permitted Mystery Machine that is operated in a manner that violates the limited license to operate the vehicle will be impounded. If your vehicle is impounded, please contact QM or the Fair office to make arrangements to release your vehicle. Other violations of the Mystery Machine agreement may result in additional sanctions to the owner and/or driver of the vehicle.

Vehicles that are for personal use only will not be approved and should not be brought to the property. We will ask you to remove them from restricted areas.

Any driver of any motorized vehicle driving at excessive speed, under the influence, or driving in another reckless or dangerous manner may be asked to relinquish their vehicle immediately and may face additional sanctions, including but not limited to trespass from OCF.

**Show how the revised section is to read:**

<b>Identify other sections that would be affected by the change, if applicable:</b>	
<b>Why does this change need to be made? Who would be affected?:</b>	Outlines current Mystery Machine policy

**18. GENERAL P25 S45 - Camping Before & After the Fair**

<b>Name:</b>	John Kassebaum
<b>Fair Affiliation:</b>	Camping Crew
<p><b>Identify the proposed change by page and section number in the 2025 Guidelines. It would also be helpful to copy and paste the original text you would like to change or remove:</b></p>	<p>pg 25, Section 45: Camping Before and After the Fair Original text: 45. Camping Before and After the Fair is limited to working crews and booth participants, subject to operational approval. Booth people intending to camp while working on their booth must sign in with QuarterMaster at Main Camp. The OCF does not provide meals for booth workers. You can camp at the Fair starting Wednesday, July 9, only with possession of a wristband or photo ID. Miss Piggy camping will be open at 9am, Wednesday, July 9, for those who must be on site and have traditionally camped there. Vehicles in the Miss Piggy lot are for camping only and may not be removed from 7am, Friday, July 11 to 9 pm, Sunday, July 13. All campers and their belongings must be packed up, packed out and off site no later than 6pm, Monday, July 14. All campers must observe the fire regulations in Fire Safety Protocol (Section 53). Campfires require a new inspection and permit each year. Only the Site Manager and the Fire Crew can issue permits.</p>
<p><b>Show how the revised section is to read:</b></p>	<p>45. Camping before and after the Fair is limited to working crews and booth participants, subject to operational approval. Booth people intending to camp while working on their booth must sign in with QuarterMaster at Main Camp. The OCF does not provide meals for booth workers. You can camp at the Fair starting Wednesday, July 9, only with possession of a wristband or photo ID. All campers and their belongings must be packed up, packed out and off site no later than 6 pm, Monday, July 13. All campers must observe the fire regulations in Fire Safety Protocol (Section 53).</p>
<p><b>Identify other sections that would be affected by the change, if applicable:</b></p>	N/A
<p><b>Why does this change need to be made? Who would be affected?:</b></p>	<p>The information in the original text is only about Piggy Lot, is incomplete, and does not mention any other vehicle camping lot, such as SCOF Lot. Please see next change form for updating section 50 subsection South Miss Piggy's and SCOF Lot.</p>

**19. GENERAL P25 S45 - Open Flames**

<b>Name:</b>	Jon Steinhart
<b>Fair Affiliation:</b>	OCFIS Coordinator, BoD
<b>Identify the proposed change by page and section number in the 2025 Guidelines. It would also be helpful to copy and paste the original text you would like to change or remove:</b>	Page 25, Guideline 45, CAMPFIRES  Additionally, no other sources of open flames or tiki torches are permitted on the property.
<b>Show how the revised section is to read:</b>	No other sources of open flames or tiki torches are permitted on the property, except propane stoves.
<b>Identify other sections that would be affected by the change, if applicable:</b>	
<b>Why does this change need to be made? Who would be affected?:</b>	

**20. GENERAL P26 S49 - Tent Tags**

<b>Name:</b>	John Kassebaum
<b>Fair Affiliation:</b>	Camping Crew
<b>Identify the proposed change by page and section number in the 2025 Guidelines. It would also be helpful to copy and paste the original text you would like to change or remove:</b>	<p>pg 26 section 49: Tent Tags original text: 49. Tent Tags. An OCF-issued tent tag must be affixed to each tent or camping structure on the OCF site during Main Camp until closing Post-Fair. We use tent tags to ensure that only OCF booth members, entertainers, volunteers, and other Fair Family members are camping on the Fair Site. Tent tags are available from the Camping Crew at Main Camp QuarterMaster Pre-Fair. They are also available starting Wednesday, July 10, from camp hosts or other volunteers designated by the Camping Crew.</p>
<b>Show how the revised section is to read:</b>	<p>49. Tent Tags. An OCF-issued tent tag must be affixed to each tent or camping structure on the OCF site during Main Camp until closing post-Fair. We use tent tags to ensure that only OCF booth members, entertainers, volunteers, and other Fair Family members are camping on the Fair Site. Tent tags are available Pre-Fair from the Camping Crew at Camping ReSolutions in Main Camp. They are also available starting Wednesday, July 8, from camp hosts or other volunteers designated by the Camping Crew.</p>
<b>Identify other sections that would be affected by the change, if applicable:</b>	N/A
<b>Why does this change need to be made? Who would be affected?:</b>	Campers should not be directed to QuarterMaster but to the Camping ReSolutions Booth staffed by Camping Crew and in Main Camp.

**21. GENERAL P26 S50 – Campsites**

<b>Name:</b>	John Kassebaum
<b>Fair Affiliation:</b>	Camping Crew
<b>Identify the proposed change by page and section number in the 2025 Guidelines. It would also be helpful to copy and paste the original text you would like to change or remove:</b>	<p>"pg 26 section 50: subsection Campsites 50. Campsites. Only approved crews working during Main Camp can set up camp before Wednesday, July 9.</p> <p>Everyone must camp in designated areas. Camping Crew is available to help locate camps. They can be reached through QuarterMaster. Please check with your coordinator, camp host, booth representative, or the Camping Crew before setting up camp. Campsites must not be claimed or altered without an OK from the Camping Crew."</p>
<b>Show how the revised section is to read:</b>	<p>First 2 paragraphs of Section 50, subsection Campsites</p> <p>50. Campsites. Across the Fair site, there is no camping before Pre-Fair Wednesday except with special permission from Camping Crew or QuarterMaster. Only crews working during Main Camp can get permission to set up camp before Pre-Fair Wednesday.</p> <p>Everyone must camp in designated areas. Camping Crew is available to help locate camps. Camping Crew can be reached through Camping ReSolutions in Main Camp. Check with your coordinator, camp host, booth representative, or the Camping Crew before setting up camp. Campsites must not be claimed or altered without permission from the Camping Crew.</p>
<b>Identify other sections that would be affected by the change, if applicable:</b>	N/A
<b>Why does this change need to be made? Who would be affected?:</b>	Make the need for permission clear, add mention of Camping ReSolutions booth.

**22. GENERAL P27 S50 – Generators**

<b>Name:</b>	Steven Berkson
<b>Fair Affiliation:</b>	Fire Crew Coordinator
<b>Identify the proposed change by page and section number in the 2025 Guidelines. It would also be helpful to copy and paste the original text you would like to change or remove:</b>	Section 50 Campsites, page 27
<b>Show how the revised section is to read:</b>	<p><b>GENERATOR USE IN CAMPSITES</b>          Petroleum-based internal combustion generators may be used ONLY in FarSide Meadow, South Miss Piggy’s and SCOF Lot campsites between the hours of 8 am and 8 pm. Generators must be located within your own camping area and not in a common path or access way adjacent to your camp. Never leave generators operating unattended. Please be considerate of your fellow campers and minimize generator use. Only solar, battery, and human-powered electricity sources are allowed in all other locations. Generators used for OCF infrastructure, such as showers, may be operated later than 8 pm as necessary. All generators must be operated in accordance with the manufacturer’s instructions, and also comply with any additional restrictions or requirements imposed by Fire Crew to address specific safety issues. If a specific safety issue cannot be remediated adequately, Fire Crew may prohibit the use of generators in that area. All generator use may be prohibited during times of high fire danger.</p>
<b>Identify other sections that would be affected by the change, if applicable:</b>	None
<b>Why does this change need to be made? Who would be affected?:</b>	<p>Added four sentences. First, Showers are open until 10 pm and with cleanup and shut down, their generators run until close to 11 pm. People need to know that this is OK to reduce the complaints that they are violating the rule. Second, we do impose additional requirements from time to time to prevent grass fires or exhaust blowing straight onto tapestries, for example.</p>

**23. GENERAL P27 S50 – Vehicle Camping**

<b>Name:</b>	John Kassebaum
<b>Fair Affiliation:</b>	Camping Crew
<b>Identify the proposed change by page and section number in the 2025 Guidelines. It would also be helpful to copy and paste the original text you would like to change or remove:</b>	<p>pg 27 section 50, subsection “South Miss Piggy’s and SCOF Lot”</p> <p>Original text:          To camp in these areas, you must have a wristband, vehicle sticker, and South Miss Piggy’s or SCOF Lot sticker before entering.</p>

**Show how the revised section is to read:**

Rename subsection title to "Vehicle Camping", then change text to:

Only vehicles that are slept in (camper, trailer, van) are allowed into vehicle camping areas. There is no car parking in vehicle camping areas. To maximize our limited camping space, trailer tow vehicles are required to disconnect and park in a Fair Family parking area.

There is no open vehicle camping at Fair. You must either have a space for your camping vehicle inside an affinity group's assigned space, or you must have pre-approval from Camping Crew to camp in SCOF Lot's non-reserved area.

Camping Crew maintains an area in SCOF Lot for a fixed number of camping vehicles outside of affinity group reserved areas. Email your request for pre-approval to vehicle camp in this area in SCOF Lot to [campingcrew@oregoncountryfair.org](mailto:campingcrew@oregoncountryfair.org).

There is no vehicle camping before Pre-Fair Wednesday except with special permission from Camping Crew.

Gates to vehicle camping areas are open 9 am-9 pm Pre-Fair Wednesday, 9 am-9 pm Pre-Fair Thursday, and 9 am-10 am Friday. For safety, there is absolutely no entry after 9 pm Wednesday or Thursday night. Plan to arrive on site well before 9 pm, or plan to wait until 9 am the next morning.

There is no further vehicle camping admittance after 10 am Pre-Fair Friday. After 10 am Pre-Fair Friday, camping vehicles may leave but for safety there is absolutely no re-entry to the vehicle camping area until Monday morning Post-Fair. An exception will be made for a tow vehicle to retrieve a trailer and on doing so leave and not return. There will not be any exception to drive in and load up before Post-Fair Monday.

All motorized camping vehicles (camper, van) require a Fair Vehicle Sticker. All motorized camping vehicles longer than 22' also require an Oversized Vehicle Sticker. Non-motorized vehicles (trailer) longer than 22' require only an Oversized Vehicle Sticker. Non-motorized vehicles (trailer) 22' or less do not require any sticker. All required stickers must be affixed to the camping vehicle before entering a vehicle camping area.

All camping vehicles must exit site by 6 pm Post-Fair Monday."

**Identify other sections that would be affected by the change, if applicable:**

**Why does this change need to be made? Who would be affected?:**

There is general information about vehicle camping that applies no matter what vehicle camping capable area one is camping in, be it Miss Piggy, SCOF Lot, Back Lot, Alices, Entertainment camp, Water camp, etc. But there is also very specific info about SCOF Lot that needs to be conveyed.

**24. GENERAL P27 S51 - Amplified Sound**

<b>Name:</b>	Jon Steinhart
<b>Fair Affiliation:</b>	OCFIS Coordinator, BoD

**Identify the proposed change by page and section number in the 2025 Guidelines. It would also be helpful to copy and paste the original text you would like to change or remove:**

**new: 51. Sound Amplification.** community standards .

The OCF places an emphasis on the handmade and encourages creative forms of mindful presentation in a way that does not preclude others from expressing themselves as well. Because we camp so closely together, amplified or any loud sound, whether live or recorded, projected beyond the intended audience creates problems for other Fair Family. From Main Camp through Post-Fair, all amplified sound between the hours of 7 pm and 2 am the following day, must have a sound permit. When planning your amplified event, please consider the size of your space and the impact of your sound on surrounding areas.

Your amplification should fill the space without bleeding into neighboring camps or other permitted amplified sound. Please consider others before you turn it up. Be respectful of your impact on other performances, exhausted kids and parents, and Fair Family with early morning shifts by ending your program on time and not exceeding the sound limits detailed on the permit. If conflict develops, or you believe there is a violation of this guideline, please contact your nearest Information Booth for assistance. the Management Team will intervene as needed. Conflict resolution decisions made at that time by the Management Team must be honored by all involved parties and will be reviewed post-Fair.amplified sound. All Sound Permit requests and timing issues are subject to Management approval all year long. If you are planning an event involving amplified sound on the Fair site outside of the event season, you must obtain a permit from the Site Manager. All amplified sound will comply with Lane County ordinances per our agreement with the County. All amplified sound taking place on OCF stages during the weekend of the event is subject to Stage Coordinator approval and final OCF Management approval.

From Main Camp through Post-Fair, all other sources of amplified sound between the hours of 7 pm and 2 am the following day must have an Amplified Sound Permit. No amplified sound, or loud performances will be allowed between 2 am and 6 am. amplified sound permits. Download an Amplified Sound Permit Application at: [oregoncountryfair.net/documents](http://oregoncountryfair.net/documents). During OCF Main Camp through post-Fair, you may also pick up a permit application at Quartermaster. Return the application as instructed for review by the Management Team, who will consider requests on a case-by-case basis. Applications must be received at least 48 hours prior to requested

event. Sound Amplification Permit approval may be determined, in part, using some or all of the following criteria: sound sheds, decibel levels, respectful interactions, and other permitted amplified events in proximity or on consecutive nights in the same location. It is important to highlight that breaking agreements and/or not following directions regarding Amplified Sound Permits from the Management team or Site Manager can result in the denial of future permit requests made by the individual and types of amplified sound.

Amplified sound allowed at the OCF is that which is sung, played, or created by the musician or DJ and respectfully broadcast to the immediate area and audience with the understanding that sound circles overlap and not always to the benefit of others. Pre-recorded music is not in line with our emphasis on the handcrafted — whether art, food, or music. No pre-recorded music is allowed unless it is a part of an approved performance, dance, stage act, or work crew. future. There are ongoing efforts among the Board, Management, and other Fair volunteers to understand and design our soundscape to meet the needs of our intergenerational family and our neighbors in Veneta. By working together and understanding that there is a wide range of requests, requirements, and desires, we can come to agreements across campsites and camp areas that meet the needs of most people much of the time. Therefore, this guideline is an evolving process and will be subject to annual review by the Management Team.

<p><b>Show how the revised section is to read:</b></p>	<p><b>ADD TO BEGINNING OF SECTION 51.</b>  <b>Amplified Sound</b>  No amplified sound is allowed without an Amplified Sound Permit with the exception of daytime stages and approved wandering performers (Guideline 11). Amplified Sound Permits are required for all amplified sound between 7 pm and 2 am from the opening of Main Camp through Decon. Amplified sound is never allowed between 2A am and 6 am.</p> <p>Performers with Amplified Sound Permits will have their permits on display during their performances.</p> <p>Visit <a href="https://oregoncountryfair.net/wp-content/uploads/bsk-pdf-manager/2025/03/2025-Amplified-Sound-Permit-1.pdf">https://oregoncountryfair.net/wp-content/uploads/bsk-pdf-manager/2025/03/2025-Amplified-Sound-Permit-1.pdf</a> for information about Amplified Sound Permits including the application form. (UPDATE LINK)</p>
<p><b>Identify other sections that would be affected by the change, if applicable:</b></p>	
<p><b>Why does this change need to be made? Who would be affected?:</b></p>	<p>The wording of these guidelines is so confusing that people cannot determine the actual policy, which leads to conflict. The proposed changes do not change any policy; they just make it clear.</p> <p>Note that I believe that the bulk of the language from the existing Guideline 51 should be moved from the Guidelines to the Amplified Sound Permit application form. Our environmental goals suggest that we don't need to use up thousands of pages of paper for something that's relevant for only a few dozen people.</p>

**25. GENERAL - NEW ADDITION (LIGHTS)**

<b>Name:</b>	Lisa Parker
<b>Fair Affiliation:</b>	Path Planning
<b>Identify the proposed change by page and section number in the 2025 Guidelines. It would also be helpful to copy and paste the original text you would like to change or remove:</b>	
<b>Show how the revised section is to read:</b>	<p>ADD TO P18 CREATE (NEW) S33            Enjoyment of the visual ambiance is an essential aspect of our event, day and night. Unshielded, high-intensity white light disrupts that enjoyment at night. Warm lighting is in keeping with the Fair's traditional ambiance. Disruptive light includes propane or battery-powered lanterns, flashlights, headlamps, and similar sources of bright light.</p> <p>To help maintain a safe and enjoyable nighttime event, follow these flashlight and lighting etiquette guidelines:</p> <ul style="list-style-type: none"> <li>- Point Downward: Aim lights toward the ground to illuminate your path without blinding others.</li> <li>- Use a Low Beam: Choose the dimmest setting that lets you see clearly.</li> <li>- Use Red Light: Use red filters on flashlights and headlamps when possible.</li> <li>- Use Shielding: When illuminating work areas, aim lights downward and shield them to prevent light from spilling into the path and surrounding areas.</li> <li>- Limit Use: Use lights only when necessary—enjoy the natural and artistic lighting when possible.</li> <li>- Be Aware: Check your surroundings before turning on a light; wait or reposition if others are nearby.</li> <li>- Communicate and Encourage Courtesy: If lighting is needed to assist someone, give a quick heads-up first. Gently remind others of these guidelines — be respectful, have fun, and get the job done.</li> </ul>
<b>Identify other sections that would be affected by the change, if applicable:</b>	N/A
<b>Why does this change need to be made? Who would be affected?:</b>	

**26. BOOTH P4 S8 - Permanent Booth**

<p><b>Name:</b></p>	<p>BOOTH REG</p>
<p><b>Fair Affiliation:</b></p>	<p>BOOTH REG</p>
<p><b>Identify the proposed change by page and section number in the 2025 Guidelines. It would also be helpful to copy and paste the original text you would like to change or remove:</b></p>	<p><b>BOOTH P4 S8</b>              8. Awarding Booth Space on a Permanent Basis. Permanent placement will be determined annually based on availability of booth space and the evaluation of qualified applicants. If space is available, it will be awarded to crafters who have:</p> <ol style="list-style-type: none"> <li>1.) Five years verifiable presence at the Fair as an active crafter;</li> <li>2.) Presence at the Fair as an active crafter in at least two of the previous three Fairs;</li> <li>3.) Top scores from the Craft Inventory jury in the current year of application.</li> </ol> <p>Crafters who have met the above requirements and wish to apply for permanent placement should submit a letter of interest between May 1 and September 30, after completion of the jury process. The letter should indicate which booths the crafter has been in at the Fair, when, and what the jury scores have been — in other words, the crafter’s history with the Fair. Letters may be submitted to boothreg@oregocountryfair.org. Craft Inventory, Registration Crew, and the Craft Committee will work together to confirm booth history and jury scores before any decision is made. Decisions will be made by December 31 and will be applied at the following Fair if there is booth availability.</p>
	<p>The opportunity to be placed in an available booth will be guaranteed as soon as possible after September 30. Returning crafters who are interested in (and eligible for) booth space on a permanent basis must submit a new application (with digital images and fee) to Craft Inventory by the annual application deadline to be considered for placement the following year.</p> <p>Permanent booth awards result from agreement among</p>

<p><b>Show how the revised section is to read:</b></p>	<p>Registration Crew, Craft Committee, Craft Inventory, and Fair Management.</p> <p>8. Awarding Booth Space on a Permanent Basis Permanent booths are offered only if space is available each year. To qualify, applicants must meet the following requirements:</p> <ol style="list-style-type: none"> <li>1. Participate in the Craft Jury process during the same year they apply for a permanent booth. A current year jury score is required, even if the applicant has been juried in previous years.</li> <li>2. Have a minimum of five years of verified participation as an active crafter at the Oregon Country Fair.</li> <li>3. Have participated as a selling crafter at two of the last three Fairs.</li> </ol> <p>Booth Registration will post notice at oregoncountryfair.net if permanent booth space is available and send an email announcement by May 30 each year. Availability is not annual. After May 30, check the website to see if letters of interest will be accepted that year. If booths are available, letters of interest will be accepted from June 1 through September 30. Email your letter of interest to boothreg@oregoncountryfair.org. Include the following information:</p> <ol style="list-style-type: none"> <li>1. The booths you have occupied and the corresponding years.</li> <li>2. A brief and concise summary of your Fair participation history.</li> <li>3. Your current year jury score.</li> </ol> <p>Craft Inventory, Booth Registration, and the Craft Committee will verify booth history and jury scores. Permanent booth selections will be finalized by December 31 for placement in the following year's Fair. Permanent booth awards are made by agreement among Booth Registration, Craft Committee, Craft Inventory, and Fair Management.</p>
<p><b>Identify other sections that would be affected by the change, if applicable:</b></p>	
<p><b>Why does this change need to be made? Who would be affected?:</b></p>	<p>This change clarifies the permanent booth process and establishes consistent timelines for crafters and Booth Registration. In previous years, the lack of a defined annual schedule created confusion, with some crafters submitting applications even when no booths were available. This update also removes unclear language, making it easier for crafters to understand the steps required to submit a letter of interest for a permanent booth.</p>

**27. BOOTH P5 S10 - Crafter LOA**

<p><b>Name:</b></p>	<p>Craft Committee / Booth Reg</p>
<p><b>Fair Affiliation:</b></p>	<p>Craft Committee / Booth Reg</p>
<p><b>Identify the proposed change by page and section number in the 2025 Guidelines. It would also be helpful to copy and paste the original text you would like to change or remove:</b></p>	<p><b>CURRENT - BOOTH Guidelines P5 S10</b>          4. Returning Crafters. For the purpose of jurying a craft, a returning crafter is defined as a crafter who has been at one of the three previous years' Fairs selling their approved craft. A crafter may be absent from the Fair (on Leave of Absence) for up to two consecutive years. A crafter absent from the Fair for more than two consecutive years will be dropped from the records of approved crafters. Any craft for which a crafter is approved as of the 2024 Fair will remain on their list of approved crafts for as long as that crafter remains active at the Fair. Crafters are required to have items in their inventory that they have made within the previous twelve months. Returning crafters who wish to sell crafts made using different techniques and materials than those previously approved must submit a craft application and the non-refundable application fee by the application deadline.</p>
<p><b>Show how the revised section is to read:</b></p>	<p><b>RECOMMENDED - BOOTH Guidelines P5 S10 – ADD NEW SECTION: LEAVE OF ABSENCE</b>  <b>4. Returning Crafters.</b> For the purpose of jurying a craft, a returning crafter is defined as a crafter who has been at one of the three previous years' Fairs selling their approved craft. Any craft for which a crafter is approved as of the 2025 Fair will remain on their list of approved crafts for as long as that crafter remains active at the Fair. Crafters are required to have items in their inventory that they have made within the previous 12 months. Returning crafters who wish to sell crafts made using different techniques and materials than those previously approved must submit a craft application and the non-refundable application fee by the application deadline.  <b>5.Crafter Leave of Absence.</b> A crafter may be absent from the Fair (on Leave of Absence) for up to two consecutive years. A crafter absent from the Fair for more than two consecutive years will be dropped from the records of approved crafters. Crafters intending to take a Leave of Absence must communicate this to Booth Registration no later than March 1.</p>
<p><b>Identify other sections that would be affected by the change, if applicable:</b></p>	<p>LOA - BOOTH P15 S35</p>
<p><b>Why does this change need to be made? Who would be affected?:</b></p>	<p>Pulls out LOA policy for crafters to bring attention to new March 1 deadline</p>

**28. BOOTH P7 S14 - Food Committee**

<b>Name:</b>	Jill Carter
<b>Fair Affiliation:</b>	Food Committee
<b>Identify the proposed change by page and section number in the 2025 Guidelines. It would also be helpful to copy and paste the original text you would like to change or remove:</b>	14. Food Committee. The Oregon Country Fair has a Food Committee, which is responsible for the selection of new food booths and the coordination of food policies
<b>Show how the revised section is to read:</b>	14. Food Committee. The Oregon Country Fair has a Food Committee, which is responsible for the selection of new food booths and the coordination of food policies, including instituting disciplinary action or food booth/cart expulsion with the support of OCF staff.
<b>Identify other sections that would be affected by the change, if applicable:</b>	N/A
<b>Why does this change need to be made? Who would be affected?:</b>	Updated language to better represent how the committee operates.

**29. BOOTH P7 S15 – Menu**

<b>Name:</b>	Jill Carter
<b>Fair Affiliation:</b>	Food Committee
<b>Identify the proposed change by page and section number in the 2025 Guidelines. It would also be helpful to copy and paste the original text you would like to change or remove:</b>	15. Menu. Each year returning vendors are required to fill out a “Blue Sheet” (a digital form) that lists all approved menu items and allergens used in the booth. Any changes to your menu must be proposed on your Blue Sheet Form and approved by the Food Committee. All new menu items must be juried by the Food Committee at their last meeting in May.
<b>Show how the revised section is to read:</b>	15. Menu. Each year returning vendors are required to fill out a “Blue Sheet” (a digital form) listing their full menu for all operating hours, including all ingredients and potential allergens, for review and approval by the Food Committee. Any proposed menu changes must be submitted through the Blue Sheet form and approved by the Food Committee. Food Committee may ask to taste any menu item.
<b>Identify other sections that would be affected by the change, if applicable:</b>	N/A
<b>Why does this change need to be made? Who would be affected?:</b>	Add in note about menu items at all hours need to be approved. Change the juried note to say may ask for a tasting.

**30. BOOTH P7 S17 – Food Booth Meeting**

<p><b>Name:</b></p>	<p>Jill Carter</p>
<p><b>Fair Affiliation:</b></p>	<p>Food Committee</p>
<p><b>Identify the proposed change by page and section number in the 2025 Guidelines. It would also be helpful to copy and paste the original text you would like to change or remove:</b></p>	<p>7. Mandatory Food Booth Meeting. All food booth representatives are required to attend a meeting with the Food Committee and the county sanitarian on the first Wednesday in June. No exceptions! A primary or secondary booth representative must attend this meeting or have prior consent for their replacement from the Food Committee. Any food booth vendor failing to be represented at this meeting will be put on probation.</p>
<p><b>Show how the revised section is to read:</b></p>	<p><b>7. Mandatory Food Booth Meeting.</b> All food booths must have a primary or secondary booth representative attend a meeting with the Food Committee and the county sanitarian on the first Wednesday in June. No exceptions! If a primary or secondary booth representative cannot attend this meeting, they must have prior consent for their replacement from the Food Committee. Primary booth reps must attend this meeting in person while on probation or in a guidance period. Any booth rep failing to be represented at this meeting will be put on probation.</p>
<p><b>Identify other sections that would be affected by the change, if applicable:</b></p>	<p>N/A</p>
<p><b>Why does this change need to be made? Who would be affected?:</b></p>	<p>To ensure new booth reps get all the important information at the mandatory meeting in person and adjust the last sentence's language slightly to better reflect the requirement and consequences.</p> <p>The paragraph was rearranged a bit to make sure it is clear that the Primary or Secondary must attend the meeting.</p>

**31. BOOTH P9 S20 – Probation**

<p><b>Name:</b></p>	<p>Jill Carter</p>
<p><b>Fair Affiliation:</b></p>	<p>Food Committee</p>
<p><b>Identify the proposed change by page and section number in the 2025 Guidelines. It would also be helpful to copy and paste the original text you would like to change or remove:</b></p>	<p><b>20. New Food Guidance and Probation Policy.</b>          New food booths will be placed on a guidance period of two years. After each of those two years, the Food Committee will review the booth’s performance and share the evaluation with the booth representative. A food booth, food cart, strolling vendor and/or booth representative can be put on probation, suspended, or expelled due to violations of the guidelines. Probation, suspension, expulsion and any limitations to booth operation and participating individuals can be defined and executed on a case-by-case basis by the Food Committee, OCF staff, and/or relevant crew leadership when necessary.</p>
<p><b>Show how the revised section is to read:</b></p>	<p><b>20. New Food Guidance and Probation Policy.</b>          New food booths will be placed on a guidance period of two years. After each of those two years, the Food Committee will review the booth’s performance and share the evaluation with the booth representative. A food booth, food cart, strolling vendor and/or booth representative can be put on probation, fined, suspended, or expelled due to violations of the guidelines. Probation, fines, suspension, expulsion and any limitations to booth operation and participating individuals can be defined and implemented on a case-by-case basis by the Food Committee, OCF staff, and/or relevant crew leadership when necessary.</p>
<p><b>Identify other sections that would be affected by the change, if applicable:</b></p>	<p>N/A</p>
<p><b>Why does this change need to be made? Who would be affected?:</b></p>	<p>The Food Committee wants to be able to recommend to the staff to potentially charge a fine for some guideline violations, in addition to probation or expulsion options. This guideline change just adds the words “fines” and “fined” to the current list of possible actions.</p>

**32. BOOTH P10 S25 - Water Storage**

<b>Name:</b>	Jill Carter
<b>Fair Affiliation:</b>	Food Committee
<b>Identify the proposed change by page and section number in the 2025 Guidelines. It would also be helpful to copy and paste the original text you would like to change or remove:</b>	<b>25. Water and Sanitation.</b> Water containers must be accessible and adequately braced, and the storage platform base must be no higher than six feet. Safe access must be provided to any storage platforms.
<b>Show how the revised section is to read:</b>	<b>25. Water and Sanitation.</b> All fresh water containers must be approved for potable drinking water use and be appropriately sanitized prior to the event. Water containers must be accessible and adequately braced, and the storage platform base must be no higher than six feet. Safe access must be provided to any storage platforms.
<b>Identify other sections that would be affected by the change, if applicable:</b>	N/A
<b>Why does this change need to be made? Who would be affected?:</b>	The habit of storing water containers on site is rather frequent, and there is not really any testing to ensure that the containers are cleaned and sanitized properly. This added language will at least add some reinforcement to the Health Inspector's requirement.

**33. BOOTH P10 S25 - Water and Sanitation**

<p><b>Name:</b></p>	<p>Jill Carter</p>
<p><b>Fair Affiliation:</b></p>	<p>Food Committee</p>
<p><b>Identify the proposed change by page and section number in the 2025 Guidelines. It would also be helpful to copy and paste the original text you would like to change or remove:</b></p>	<p>25. Water and Sanitation. (fifth paragraph)  Each food booth and food cart must be equipped with a hand-washing system that provides warm, flowing water at all times. This system must, at a minimum, include a 5-gallon food-grade container for water storage. The container must have a dispensing valve that provides a constant flow of water when opened. A catch basin must be provided to collect wastewater from the handwashing system in a sanitary manner. There must be two separate containers: one with soapy wash water and the other with a sanitizing rinse of at least 100 ppm chlorine (1 tablespoon per gallon of water). Use only paper towels to dry hands.</p>
<p><b>Show how the revised section is to read:</b></p>	<p>25. Water and Sanitation. (fifth paragraph)  Each food booth and food cart must be equipped with a hand-washing system that provides warm, flowing water at all times. This system must, at a minimum, include a five-gallon food-grade container for water storage. The container must have a dispensing valve that provides a constant flow of water when opened. A catch basin must be provided to collect wastewater from the handwashing system in a sanitary manner.</p>
<p><b>Identify other sections that would be affected by the change, if applicable:</b></p>	<p>N/A</p>
<p><b>Why does this change need to be made? Who would be affected?:</b></p>	<p>Since warm flowing water for a handwash setup is now required, the section about the option of having 2 basins for a handwash setup with soapy water and sanitizer is confusing and can be removed. It is a holdover from before the flowing water requirement was added.</p>

**34. BOOTH P13 S31 - Booth Inventory**

<b>Name:</b>	Hilary Anthony
<b>Fair Affiliation:</b>	Treasurer
<b>Identify the proposed change by page and section number in the 2025 Guidelines. It would also be helpful to copy and paste the original text you would like to change or remove:</b>	Booth guidelines page 13. section 31 paragraph 2 and paragraph 3
<b>Show how the revised section is to read:</b>	Resale of OCF inventory (any type of pass, wristband, or vehicles sticker) for more than face value is a violation of OCF policy and can result in probation, suspension, or prosecution. Each person receiving purchased Fair inventory must be provided with an OCF generated receipt for the purchase of that inventory.
<b>Identify other sections that would be affected by the change, if applicable:</b>	N/A
<b>Why does this change need to be made? Who would be affected?:</b>	This makes clear that ANY resale of inventory for over face value is a violation of policy (and potentially of the law), and adds the internal control of having receipts shared with the people who get the inventory

**35. BOOTH P13 S31 - Supplemental Passes**

<b>Name:</b>	Jill Carter
<b>Fair Affiliation:</b>	Food Committee
<b>Identify the proposed change by page and section number in the 2025 Guidelines. It would also be helpful to copy and paste the original text you would like to change or remove:</b>	31. Booth, Cart, and Strolling Fees SUPPLEMENTAL CAMPING PASSES. A food cart or strolling food vendor must be open at least 15 hours per day and any food booth, including drinks-only booths, must be open 20 or more hours per day including Sunday in order to receive additional wristbands.
<b>Show how the revised section is to read:</b>	31. Booth, Cart, and Strolling Fees SUPPLEMENTAL CAMPING PASSES. Food vendors may apply for supplemental camping passes if they meet one or more of the following criteria: extended operating hours, complex menu offerings, significant on-site food preparation, and a demonstrated history of compliance with event guidelines.
<b>Identify other sections that would be affected by the change, if applicable:</b>	N/A
<b>Why does this change need to be made? Who would be affected?:</b>	Change the due date and language to reflect the current Food Committee process for deciding who qualifies to receive supplemental passes and to accommodate more metrics besides just the number of open hours.

**36. BOOTH P14 S32 – Refunds**

<p><b>Name:</b></p>	<p>STAFF</p>
<p><b>Fair Affiliation:</b></p>	<p>Staff</p>
<p><b>Identify the proposed change by page and section number in the 2025 Guidelines. It would also be helpful to copy and paste the original text you would like to change or remove:</b></p>	<p>BOOTH GUIDELINES Page 14, Section 32:</p> <p>If an emergency prevents your participation in the Fair, the total booth, cart, or strolling fee may be refunded if the Registration crew is notified by June 11. Send this request via email with “Booth Fee Refund Request” in the subject line.</p> <p>Participant fees are nonrefundable if the Fair is canceled because of events beyond the control of the Fair. Requests for pass refunds must be submitted in writing to Registration by July 31. No requests will be accepted after July 31.</p>
<p><b>Show how the revised section is to read:</b></p>	<p><b>36. BOOTH P14 S32 – Refunds.</b></p> <p>If an emergency prevents your participation in the Fair, the total booth, cart, or strolling fee may be refunded if the Registration crew is notified by June 11. Send this request via email with “Booth Fee Refund Request” in the subject line. Participant fees are nonrefundable if the Fair is canceled because of events beyond the control of the Fair. Requests for pass refunds will be considered if submitted in writing to Registration by July 31. No requests will be accepted after July 31.</p>
<p><b>Identify other sections that would be affected by the change, if applicable:</b></p>	<p>N/A</p>
<p><b>Why does this change need to be made? Who would be affected?:</b></p>	<p>This change eliminates pass refunds for booths, thus mirroring the policy for crews (no refunds on passes)</p> <p>There was a bunch of discussion about this with the Food Committee. The position of the committee is that they would prefer that an option for refunds for passes be still available to food booths. Our suggestion is to leave that statement in the Guidelines, but update the language to "Requests for pass refunds will be considered," leaving the door open for Registration to take each request for a refund on a case-by-case basis, and that pass refunds are not guaranteed.</p>

**37. BOOTH P14 S33 – Passes**

<b>Name:</b>	Craft Committee / Booth Reg
<b>Fair Affiliation:</b>	Craft Committee / Booth Reg
<b>Identify the proposed change by page and section number in the 2025 Guidelines. It would also be helpful to copy and paste the original text you would like to change or remove:</b>	<p>BOOTH Guidelines P14 S33 - Add after this paragraph</p> <p>Only a booth, cart, or strolling representative or a delegate with written authorization from the representative may order or purchase wristbands, worker day passes, or vehicle stickers. The representative must be an approved crafter with at least five years' crafting at OCF, except in the case of holders of One-Year-Only booths, and must have a vendor, i.e., not staff, wristband.</p>
<b>Show how the revised section is to read:</b>	<p>Subject to availability, Booth Registration crew allocates four wristbands for each juried crafter. However, this does not guarantee camping space within the booth. There is an expectation that booth representatives will be responsible for an equitable distribution of wristbands, vehicle stickers, booth space, and booth expenses (such as booth fee, construction, and maintenance). Reports of inequitable treatment within booths will be investigated by Craft Committee, Craft Inventory, Booth Registration, and Fair management.</p> <p>For one year only booths, Booth Registration crew determines wristband and vehicle sticker allocation.</p> <p>Requests for more than four passes per crafter must be submitted to Booth Registration Crew.</p>
<b>Identify other sections that would be affected by the change, if applicable:</b>	N/A
<b>Why does this change need to be made? Who would be affected?:</b>	Sets the expectation the booth reps will treat folks in their booth equitably. Provides starting point for hard conversations.

**38. BOOTH P15 S35 – Leave of Absence**

<p><b>Name:</b></p>	<p>Booth Registration / Craft Committee / Food Committee</p>
<p><b>Fair Affiliation:</b></p>	<p>Booth Registration / Craft Committee / Food Committee</p>
<p><b>Identify the proposed change by page and section number in the 2025 Guidelines. It would also be helpful to copy and paste the original text you would like to change or remove:</b></p>	<p>Page 15 Guideline 35</p>
<p><b>Show how the revised section is to read:</b></p>	<p>(NEW SECTION) <b>Leave of Absence.</b>  A food booth, food cart, crafter, or booth representative may take a leave of absence for up to two consecutive years with written notification.</p> <p><b>Crafters.</b> Failure to notify Booth Registration by the March 1 deadline may result in forfeiture of the booth for the current year and reassignment of the space. A booth’s leave of absence applies only to the booth itself; a crafter may continue to participate in another booth during this period without affecting their crafter status.</p> <p><b>Food Vendors.</b> Food Vendors who have taken a leave of absence must ensure that their Primary Food Booth Representative notifies the Food Committee by January 1 regarding their status for the upcoming fair—specifically whether they intend to retire, extend their leave for one additional year, or return.</p> <p>Booths, carts, or strollers that consistently fail to meet communication or payment deadlines may be placed on Administrative Probation, which requires the booth representative to demonstrate timely communication and full compliance with Booth Registration and/or Food Committee timelines during the following season.</p> <p>Continued failure to communicate, submit payments, or respond to Booth Registration while on probation may result in loss of booth eligibility, at the discretion of Booth Registration, the Craft Committee, the Food Committee, and Fair Management.</p>

<p><b>Identify other sections that would be affected by the change, if applicable:</b></p>	<p>N/A</p>
<p><b>Why does this change need to be made? Who would be affected?:</b></p>	<p>Change the deadline from May 1 to March 1 and add a new note for people who took an LOA last year, to make sure we know if they are returning or retiring earlier than March, so we have more time to potentially fill their slot. Some booths have repeatedly failed to respond to Booth Registration, submit payments, or confirm their attendance, which prevents us from managing spaces and offering opportunities to crafters on the wait share list. This update adds clearer deadlines, a defined forfeiture process, and Administrative Probation, so we have structure to reference when booths do not communicate or follow the required steps.</p> <p>It also supports fairness: Most booths consistently meet deadlines and follow guidelines, and this update ensures that all booths are held to the same standards.</p>

**39. BOOTH P16 - Red Tag**

<p><b>Name:</b></p>	<p>Booth Registration / Craft Committee / Food Committee</p>
<p><b>Fair Affiliation:</b></p>	<p>Booth Registration / Craft Committee / Food Committee</p>
<p><b>Identify the proposed change by page and section number in the 2025 Guidelines. It would also be helpful to copy and paste the original text you would like to change or remove:</b></p>	<p>ADD TO BEGINNING OF CONSTRUCTION P16</p>
<p><b>Show how the revised section is to read:</b></p>	<p>Red Tag's mission is to inspect and ensure all structures are safe for the public and volunteers, as well as aesthetically pleasing. If our Red Tag team deems your booth a safety issue, the Booth Representative is responsible for the repairs to the booth. Most repairs can be done yourself, or with a builder that you hire. If you take a Leave of Absence (LOA), you are still responsible for repairs to your booth to correct all Red Tag issues at your expense. Repairs done by the Fair due to failure of the Booth Representative to make the repairs, may lead to probation, a fine, and/or, being billed for said cost of repairs. When repairs are complete, a note should be left in the red tag book on the Construction desk in Main Camp.</p>
<p><b>Identify other sections that would be affected by the change, if applicable:</b></p>	
<p><b>Why does this change need to be made? Who would be affected?:</b></p>	

## Next Board Meeting: January 5, 2026, at 7 pm via Zoom.

### Meeting Evaluation

Last round for the good of the peach

John Alexander: Thanks to the Board for listening to the member input. Member input comes in writing and during the meetings. Maybe written input should be brought to meetings so they can be in the minutes so that membership knows what they receive in the background, to make it transparent.

Indigo: She is grateful for the discussion amongst members and Board members. There is a desire to wrap things up, but this is our time together, even if we have to put it on the table and take it off the table. Things don't have to be figured out beforehand. We don't need member input ahead of time. She loves showing up for these.

Paxton: It was interesting tonight. There were 28 on Zoom and YouTube started at 21 and ended at 17 people.

Jon Steinhart: Thanks for a good meeting. Best wishes for the holiday. There are a lot of Guidelines up. Please read them so we don't have to amend during the meeting because we will run out of time.

Hilary: Thanks to everybody for moving things along quickly. We conducted a lot of business. Thanks Steven and everyone for cooperating.

Trevor: He appreciates everybody tonight. It was the first functional meeting besides last month's formalities. Thanks everyone for commitment to getting through these processes.

Lisa Parker: She appreciates the Board for open, transparent deliberation of the business. She understands the desire to get things done efficiently, but the membership only sees motions on the website, which doesn't give as much context or information as when the Board discusses things at the meeting. It helps her as a member to understand the context and the decisions they are making.

Steven speaking as a member: He thinks there is merit to both sides of the argument about people providing input early and also at the same time not everybody is like the folks here who do Fair business all the time. The Guidelines Change motion for next month is 44 pages and he just saw something that concerns him, and he only happened to notice it while he was facilitating. Solutions to make Board more transparent are possible. Maybe we could push information to people who are registered to a certain topic, rather than expect people to go to the website to look. We will always have to expect new information to arise at meetings to give you pause.

Lawrence Taylor: There is a balance between open discussion and people talking about things ahead of time. The more discussion we have coming in, the more prepared we are for the meeting. To the extent that there are discussions that are not done publicly (i.e. online), we need to create a forum to include the membership. It could be like a month-long meeting taking place virtually. It was a remarkably effective discussion. People conducted themselves generally admirably. We got work done and he is happy with process and product!

## **President's Peace**

*(YouTube video: 1:23:44)*

AJ: It's the last meeting of 2025. He welcomed Kim. Congrats to everybody. We get to do another year next year. If you're here, you made it though! Next year, he wants to be aware of what is in his cup. What is in your cup to give each day? He is working on being aware that if frustration is in his cup, frustration will come out if he gets bumped. If love and care are in his cup, that is what will spill out. If you wake up in the morning, be aware of what is in your cup, so you know what might spill out.