



BOARD OF DIRECTORS MEETING OCTOBER 2, 1995

Present: Tom Alexander, Daniel Dillon, Martha Evans, Anne Henry, Paxton Hoag, David Liberty (alternate), Jack Makarchek, Jim Sahr, Jeanne Sharpy, Steve Wisnovsky

Not: Margo Schaefer

Minutes Approval

Motion: Jeanne moved and David seconded to approve the minutes of the September 4, 1995 Board of Directors meeting as corrected.

Corrections: The minutes approved at the last meeting were for the August 7, 1995 meeting.

Vote: The motion passed, 9 for, 0 opposed, 1 abstained (Anne).

Announcements

1. The November Board meeting will be held November 13, 1995, 7:30 p.m. at the WOW Hall.
2. The Annual Meeting is October 21, 6:30 p.m. at the WOW Hall.
3. Our area code will change as of November 5 from 503 to 541.
4. The poster contest deadline is December 1. See announcement in this *Fair Family News*.
5. The Board, the Budget Committee and the Financial Planning Committee will hold a meeting/workshop to discuss budgetary issues on October 23, 7:00 p.m., Central Presbyterian Church, 15th & Ferry, Eugene.
6. Sad to announce, we lost Dave McKay, Fair family member, to AIDS. Dave is responsible for our silver anniversary public art

project and many other Fair involvements. Condolences to Dave's family and friends.

7. Mazel tov to Kelly O'Neill (Flowers, Security) and Kaz (Burwell) Mikkelsen (Security Admissions) on the arrival of Kenzy Søren Mikkelsen O'Neill, September 13, weighing in at 9 lbs. Yeah, more Fair family!!

Member Input

Hammond Guthrie corrected the Fair Family News which called the Wayne Morse Project the John Wayne Project. Geez, who is that flaky editor, anyway?

Staff and Officer Reports

General Manager

Leslie Scott, who said it was all Greek to her, thanked everyone who helped out during her fabulous vacation. (bet you can't guess where she went.) Much appreciation to Anne Henry who helped with copying Board packets and norma for general helpfulness.

Leslie also thanked (if i knew how to write it in greek i would) to the heretofore anonymous, but now proudly named, Palmer Parker for years of beautiful work taking care of the OCF office lawn and yard. What a guy!!

The GM said mahalo (i don't know greek; will hawaiian do?) to John Doscher and dahinda meda who served so ably as VegManEc Coequals for several years. Thanks to you, green men.

Leslie reported we are just about to sign the closing papers on the 35+ commercial acres of

the Larson property off Highway 126 we are buying. The property is bound on the west by property owned by the City of Veneta and on the North and East by property owned by the Larsons. We will continue negotiating, if the OCF so desires, on the remaining 100 acres once the estate is out of probate. We now have a written legal description of the land. The environmental assessment on the Larson property appears acceptable.

The EPA grant money has been received and work began officially today (today being the day of the meeting, which is actually yesterday today, the day the minutes are written. and a couple of weeks ago when you read this.) back to the grant...The grant is planning a biological wastewater treatment facility, with the eventual goal of forming a watershed council for the Long Tom River and other projects that would be implemented next summer. Anyone wanting more info, contact Leslie or the LUMP committee.

The required documents for re-opening the Ware House have been submitted to Lane County. Leslie hopes to hear from them soon.

About 25 people attended the Fair's evaluation meeting September 19. There's a full report in this *Fair Family News*. Leslie stressed the importance of an evaluation/self-criticism process. She said this year's included a discussion of what went well at the Fair. (it doesn't all have to be kvetching.)

Leslie is waiting for reports from White Bird and Communications/Fair Central to complete her evaluation and incident report.

In closing, Leslie gave lots of love and appreciation to Steve Wisnovsky and Margo Schaefer, retiring Board members. WE WILL MISS YOU!!!

Site Manager

Bill thanked the rain goddess for giving our beautiful site a long, lovely drink of water. Thanks, too, to the weekend suspects who come out to the site and do what they do. (there's lots more room for rakers.) And, mucho gracias, to the John and dahinda show for VeManEc co-equaling so well.

Bill said he will need a lot of help reorganizing and restocking the Ware House. To join the work party, call Bill at 935-7846.

The Jerry Tree is thriving. Suggestions of names

for the area?

Bill and the VegManECs (i still say it sounds like a garage band) will be working on path projects in the coming weeks; if you want to join, come out to the site on Sunday mornings. Or call Bill for more info.

Treasurers

Steve Gorham, co-equal Treasurer, said we've done well financially; almost every crew stayed within budget. The next budget process is beginning now. The Budget Committee hopes to present a budget for approval at the January BoD meeting.

The Financial Planning Committee will meet with Recycling, Sanitation, Energy Park, Fire, Kitchen and Communications/Fair Central crews to do detailed analyses of their budgets. This is the beginning of a 3-year cycle of budget reviews.

Committee Reports

Community Relations

Patti Lomont reported that the Community Relations committee met to debrief the 1995 Fair. Committee members are: Patti Lomont and Bob Little (Neighbors crew); Martha Evans (Neighborhood Response Team (NRT)); Galen Carpenter and Inez Brooker (Zumwalt Campground) and Leslie Scoot, OCF GM.

Patti said NRT responded to about 40 calls from neighbors and was very pro-active in dealing with illegal camping and parking. The NRT, Patti said, "solved a lot of problems before they happened." Unfortunately, Zumwalt was filled by Friday, contributing to camping problems. The CR committee will meet with City of Veneta officials to discuss camping issues and other health and safety concerns. The committee will meet specific neighbors who need follow-up work

The CR committee said the Endowment money for Fern Ridge School has been greatly appreciated by our neighbors. There are almost no art teachers now in the school district, so our grants are very much needed.

She said the CR committee has been very effective in giving the OCF a stronger voice in talking with the County and community members.

Endowment

Camille Cole reported that the Endowment is entering its third funding cycle. They have now given \$13,500 to arts in education programs in the Fern Ridge/Veneta/Elmira area.

The Endowment Committee recommended adding \$5,000-7,000 to the third year grant cycle in order to maintain the funding level of the past two years.

The Endowment Committee would like to meet with the Board in a work session to discuss Endowment issues, philanthropy issues, discretionary funds and the proposed "Wooten grants." They asked the Board to put off any decisions about the discretionary funds or Wooten grants until such time as the Board and the Endowment Committee have met.

Land Use Management Planning Committee (LUMP)

David Liberty reported that the LUMP Committee is meeting every Tuesday (except the day after a Board meeting such as today is), 7:30 p.m., Honors College, UO. They are developing proposal for a land use plan which they hope to have done by Thanksgiving.

AGENDA

Procedure for Hiring Administrative Assistant

Motion: Jack moved to move the agenda item "Procedure for Hiring Administrative Assistant" from Old Business to New Business. David seconded.

Vote: The motion passed, 10 for, 0 opposed.

Motion: Daniel moved to suspend the policy and procedure rules for the hiring of this Administrative Assistant. David seconded.

Background: Susanna MacDonald has resigned as OCF Administrative Assistant, effective September 22. (thanx, susanna, for a job magnificently done!!) The usual hiring procedure is that the a hiring committee is formed, notices are put in newspapers, candidates are interviewed, three are chosen by the committee (first, second and third choice), the first choice is voted on by the Board, if that vote does not pass, then seconded choice voted on, and so on. (it's

exhausting just writing about it.)

Vote: The motion passed, 10 for, 0 opposed.

Motion: Daniel moved to hire norma sax for the position of Administrative Assistant at the current wage and benefits. Martha seconded.

(now, i know you're expecting some characteristically snide, sarcastic bon mot from the board secretary (for whom it's now curtains, by the way). i'm speechless, (or writeless as the case may be), but give me time, i'll think of something.)

Public Discussion: The people to whom norma owes much gratitude (and 20 bucks each) gave her an overwhelmingly appreciated round of applause. (or maybe it was a collective sigh of relief that she wouldn't be hitting them up for loans.)

norma's co-worker and friend, Bill Verner (not necessarily in that order), said "yeah, Norma!" (he gets 40 bucks.)

Board Discussion: Anne said it's important to recognize how hard our employees work (wait a minute - nobody said anything about having to work hard) and how important it is to have all employees on board.

Several Board members encouraged all of us to treat our employees and ourselves with love and respect. This job has been a burnout for others (now they tell me); let's all work to prevent that from happening again. Board members emphasized the need to give each other support and validation for our work. We all deserve it.

(truthfully, imho, there is no employees/ ourselves - we are all ourselves. we'd better be or i'm at the wrong party.)

VegManEC Co-coordinators

Motion: Steve moved to appoint Philip Guyette and Marlene Showker as VegManEc Co-coordinators. Martha seconded.

Background: The VegManEc crew elected its nominees for co-coordinator after a yearlong "trial" period by various candidates.

Public Discussion: Bill commended the democratic process the VegManEc crew undertook to name these two individuals as co-coordinators. Bill and others (Hammond, dahinda, Erica, norma, Kelly, David) lauded Philip and Marlene for the work they've done and heartily endorsed the

nominations.

Board Discussion: Jim and Daniel said the concerns they had last month have been resolved.

Jeanne never received the information she asked for last month.

Jack praised the selection process of the VegManECs.

Steve told the Board, regarding its failure to vote on this motion last month: "Don't add to your workload if you don't need to; don't fix it if it ain't broke; honor the crews."

Vote: The motion passed, 10 for, 0 opposed.

Elections Committee

Motion: Martha moved to add Merrill Levine and Christina Edwards to the Elections Committee. Paxton seconded.

Public Discussion: Erica Lerch of the Elections Committee, encouraged all the absentee voters to send back their ballots; there are about 450 of you.

Vote: The motion passed, 10 for, 0 opposed.

Contribution to Endowment Principal

Motion: Steve moved and Paxton seconded to add \$25,000 to the Endowment Fund principal.

Background: Martha explained the Board typically moves to add to the Endowment principal and to the interest from the principal for a funding cycle. The formula to calculate the principal donation is: $(\text{Event Revenue} - \text{Event Expenses}) \times 5\% \text{ to } 25\%$.

Public Discussion: Hilary Anthony, co-Treasurer, and Leslie Scott, GM, have given the Board a proposal asking them to consider year-round revenues and expenses in calculating the Endowment principal contribution. She suggested also using a dollar range rather than a percentage and setting \$25,000 a year as a target amount (for now) to contribute.

Vote: The motion passed, 10 for, 0 opposed.

Contribution to 1995-96 Endowment Funding Cycle

Motion: Jim moved the Board add \$5,000 to the upcoming grant cycle to maintain current funding of local arts grants. Paxton seconded.

(This motion originally asked for \$4,000 but was amended to \$5,000 after encouragement to

do so by several Board members. An additional of \$5,000 will increase the third-year funding cycle amount to \$10,700.)

Public Discussion: Steve Gorham said it's important to keep funding the endowment, hopefully this will be the last time we will have to add to the interest. He recommends at least \$5,000 be added.

Hammond Guthrie rooted for always putting the maximum in the fund as our local schools are getting less and less from traditional sources. Shirley also said the Fern Ridge schools need all the help we can give them.

Leslie pointed out we don't have the Endowment just for PR, but because we very much believe in this as a way of expressing our mission and we're thrilled about what it does for our community.

Board Discussion: Jim said he talked to Leslie about the fund and that this may be the last year we might need to add to the interest. He wanted to start with a low figure to make sure there wouldn't be a negative change in the amount voted on. He feels the Endowment has been great public relations for the OCF. Jim says he has no intention of not adding the \$25,000 to the Endowment every year. He was hoping to drop off the seed money at some point, that the Endowment be self-sustaining.

Paxton is reluctant to spend too much; he feels we will soon need the money for OCF expenses.

Martha talked about the Spring showing of the projects done by Fern Ridge children with OCF Endowment funds. Martha said it was a wonderful way to support the arts in that community.

Jack encouraged a maximum contribution.

Steve (in one of his last speeches) said he thinks the Endowment Fund is one of the best vehicles we have for public relations. We need a little more "idealistic goal setting, something beyond having a successful Fair." Steve doesn't think we should stop adding to the Endowment Fund after this year, it ought to be a goal that every year we make a minimum contribution of \$25,000.

Vote: The motion passed, 10 for, 0 opposed.

Board Discretionary Fund

Jim read the following policy on Board discretionary funding which was passed as a

motion by the Board in June 1994. He said he'd be satisfied with adhering to this until it is changed:

(1) The OCF Board has a budget line item for donations. It will consider proposals for these funds from any group or individual, except those who would be eligible for grants from the endowment. Generally, the Board donates from \$100 to \$500 to any specific project. (2) In order for the Board to take any action on any proposal, that matter must be introduced as new business at the meeting before it is considered. (3) Only members of the Board of Directors can make the necessary motion that any proposal be funded. There are at least two ways to make this happen: (a) Contact a member of the Board and gain support for your proposal at least two months before the funds are needed. (b) Come to a Board meeting and ask that your proposal be new business for the next meeting. Then submit a written description of your proposal to the OCF office at least two weeks before the next Board meeting so that it will be included in the Board packet. Then a member of the Board may make the motion to award the funds sought. (5) Proposals will not be considered at the June or July Board meetings. (6) Proposals most likely to be funded are those which are consistent with the Fair values and goals.

Jim would like the Board to adhere to this policy.

Steve said if the Board wants this policy, they should decide on a budgeted amount and stick to that figure.

Support for Environmental Education in Veneta/Elmira Schools

Motion: David moved to contribute \$1500 Elmira High School Field Biology Club to support environmental education in the Veneta/Elmira Schools. This money will come from the Board Research and Education Fund which will be increased by \$1300. Steve seconded.

Background: Mascha Isotov presented a proposal to the Board (see p. of the FFN) outlining the details of a project for a constructed wetland enhancement of the ODOT mitigation pond that borders the OCF property along Highway 126. Mascha proposes this project be done by a field

biology class. Mascha is seeking funding from the OCF and the Oregon Department of Transportation. She is requesting \$1500 from the OCF for materials.

This motion originally asked for the money to come from the Board's Discretionary Fund. After much discussion about the Discretionary Fund, the motion was amended to read that the money would come from the Research and Education Fund.

Public Discussion: Shirley Demaline and Leslie expressed much support for the project and Leslie suggested funding the project now and hooking it up with the Endowment's follow-up process. She stressed the need for reports on the project and curriculum development which we could use in a number of different ways.

Board Discussion: David encouraged this funding and commended Mascha for her work in preparing the presentation. She has already lined up matching funds, including the Oregon Department of Transportation. He said a number of Fair people have donated their time to this project.

Jack is glad that the project involves the Spirit Tower. This gives a spiritual connection to the project.

Anne said the most appropriate place to fund this proposal is the Board Research and Education Fund. This proposal is for research and education and will provide long-term benefits to the OCF.

Steve said it's a great idea; let's go for it.

Martha would like more time to think about it.

Jim said this is a wonderful project and will enhance our property both aesthetically and practically. He wonders if this could be termed a capital project and avoid discretionary spending on this item.

David was anticipating that \$200 would come from the Research and Education Fund and the \$1300 be a gift from the OCF Board to the Veneta/Elmira School District. Mascha would then contact the Endowment for any future support and to make sure we are plugged into a quarterly report cycle.

Tom thinks this project is an investment in the Veneta/Elmira community and it would be irresponsible not to fund it.

Jack said that looking at our receipts and revenues for this year, our revenues have been

growing at a rate that any business would like. Jack says it wouldn't be out of line to decide what discretionary budget will be, then vote on this proposal.

Daniel said this is the same position the Board has found itself in before. Every time a good proposal is presented to it, the Board doesn't have the discipline to say no or the tools to help it say no. He feels this project needs to be funded through the Endowment. Daniel wants to have a \$0 discretionary fund for 1995; perhaps it could be a line item for the 1996 budget. Daniel said shifting the money to another line item doesn't change anything; the same principle (of undisciplined spending) applies. He urged the Board to think before approving amending the budget.

Martha stressed the need for fiscal responsibility. The Board has done a horrible job of managing the discretionary fund, she said.

Jeanne expressed her frustration over the lack of funding process. She won't vote to fund anything until the process is straightened out.

Motion: Paxton moved to table the vote until next month when a suitable source of funding is named. Martha seconded.

Vote on move to table: The motion failed, 3 for, 7 opposed (Jack, Tom, Ann, Daniel, David, Steve, Jeanne).

Vote on motion: The motion passed, 8 for, 2 opposed (Martha and Jeanne).

Property Acquisition Budget

Motion: Steve moved to increase the property acquisition budget by \$5,000 to come from excess revenues. Daniel seconded.

Background: These funds are requested to cover legal fees, an environmental assessment and a survey incurred with the purchase of the Larson property.

Vote: The motion passed, 8 for, 1 abstained (David). Jack left the meeting before the vote.

First Night

Motion: Martha moved the OCF support Eugene's First Night celebration. Paxton seconded.

Background: The OCF has been asked to participate in the planning and support for Eugene's First Night. First Night is a New Year's Eve non-alcoholic, urban oriented New Year's Eve celebration held in several cities in the U.S. Martha explained it is art oriented with an intent to create a community event. The OCF would lend its name for publicity and encourage volunteers to participate.

Vote: The motion passed, 8 for, 1 (Jim) opposed.

Next Meeting

Monday, November 13, 1995, WOW Hall.
Agenda: Confirm Board elections, elect corporate officers, renew OCF WOW Hall membership, consider funding request from Southern Oregon Barter Fair, appoint new members to personnel committee, discuss affiliation with WOW Hall, discuss changes in grievance procedure, consider budget committee proposal on wages, discuss alcohol and drug abuse policy, discuss new accounts, consider Teen Vista/Wayne Morse project. Other items may added.

a brush babe from hell

