

OREGON COUNTRY FAIR BOARD OF DIRECTORS MEETING, SEPTEMBER 7, 1999

PRESENT: Jack Makarchek, Palmer Parker, Brad Lerch, Marlene Monette-Showker, Michele Sharpy, Jim Sahr, Charlie Zennache', & David Liberty and Etienne Smith (alternate).
NOT: Jim Newhall, MD, Tom Alexander and Doug Carnie (alternate).

MINUTES APPROVAL

Jim moved, and David seconded, that the minutes of the August 9, 1999, Board of Directors meeting be approved.

BoD: Etienne was concerned that the wording of the Law Reform motion was inaccurate. She added that the discussion reflected the intention of the motion so no formal correction is needed. Palmer stated that Board members receive a draft copy of the minutes so they may give corrections to the Secretary before publication in the Fair Family News.

The motion to approve the minutes as written passed: 7 in favor and 2 abstentions (Etienne & Michele).

ANNOUNCEMENTS/CALENDAR

10/16 The Annual Meeting will be held at the WOW Hall, 6:30 pm.

By the time you receive this paper in the mail you will have missed the '99 Fair Evaluation on 9/12, the Employee Evaluation meeting on 9/13, the Election Committee's work party to mail out the absentee ballots on 9/15, and the OCF entry in the Eugene Celebration parade and sitting at the Law Reform kiosk for the Eugene Celebration.

Gavin Fox, aka Rooster, passed away on Sunday, 9/5. Rooster hosted the Blues Power radio show on KLCC for over 20 years and was a much loved member of the Fair family..

The VegManECS meet at 10am on site for the first Sunday of the month work party. All are welcome. The Fern Ridge Chamber of Commerce, of which the OCF is a member, is looking for new blood to remain active. Do you have the right type?

Letters of interest/introduction are being accepted for the Budget Committee, Member Survey Committee, Endowment Committee, and Elders Council.

Leslie and norma thank Daniel Dillon (food booth) for planting the beautiful flowers in front of the town office!

MEMBER INPUT

Raimon Franck, crafter, offered his personal financial perspective of the '99 Fair. He figured that he netted approximately \$100. One after-hours seller sold more than the five crafters in his booth combined. The after-hours sales are draining capital away from crafters who do their own work. Vince La Rochelle and Wren Davidson (Craft Committee) agreed this would be a good topic for Craft Committee to discuss.

Raimon asked that the OCF web page be updated. It currently lists May's BoD agenda.

Wren announced that the Annual Booth Peoples' Report will be presented at the October BoD meeting and will be published in the Fair Family News.

Vince requested that anything affecting crafters be presented to the Craft Committee for their perspective. Many crafters have experience with a variety of venues and would have valuable insight on what would and wouldn't work. The tipi on Open Sesame blocked the booths further on. Leslie noted that all folks in that area were invited to participate in the path planning process. However, the actual size of the tipi was not known at the time.

Charlene Tremayne (Flowers) reported that some of the food booths offering a Silver Star discount failed to honor that discount unless it was directly requested.

STAFF & OFFICER REPORTS

General Manager Leslie thanked norma for organizing the Teddy Bears Picnic. Wally Slocum (Banners) was a wonderful host keeping the tables organized. Daniel Dillon (food booth) headed a great team of chicken and vegie alternatives grillers. Andy Strickland (Caretaker) and Steve Wisnovsky (Site Manager) did a great job preparing a beautiful site. Thank you all. Everyone had a great time!

Thanks to John Higby who has resigned from the Budget Committee for your years of service. Thus, there is an opening for anyone willing to put in many hours working on budget issues. Letters of interest may be sent to the Board in care of the Fair office.

We have the option to give 90-days notice to the City of Veneta on the reciprocal-licensing agreement in November if the land swap has yet to be finalized. However, we seem to be moving ever closer towards closing the deal. We got our permit from the Dept. of State Lands to begin the wetlands consolidation work and that will begin this weekend. (See LUMP report) This has to be done before the land swap can happen.

Administrative Assistant norma said the glory for a picnic well-done actually goes to Wally, Daniel, Andy and Steve as Leslie stated. norma also thanked Marshall Landman (Crew Services) for keeping the beverages flowing, Bob Fennessey (Community Village) for booking the entertainment, Dick Stewart for cleaning up the Main Stage area on Sunday morning, and the weather people for a beautiful day with just a light sprinkling of rain and an evening full of meteor showers. Norma thanked the town office fairies, Myrna Dunbar and Mira Rainey who staffed the office while she took some time off. They also mailed out the commemorative t-shirts that had been ordered. T-shirts are still available. Contact the office.

Much of norma's time since the picnic has been spent planning the Fair Evaluation Meeting and the Board retreat. She apologized that updating the web site has not been a priority.

We say goodbye and thanks to Eugene Free Net as we change our e-mail address to ocf@teleport.com.

Site Manager "August was a busy month onsite, with the Fair Picnic and three large Fair-Family weddings. All the events went well: no fires, no accidents, no injuries (other than bee stings) and everyone having a good time. Andyman and I were each able to schedule some post-Fair time off and still ensure good site security coverage, thanks to Anne Morris, Arrow Anders and Bill Verner. A lot of different folks put creative and positive energy into each of these events - Main Stage Meadow was sparkling and vibrant. Thanks go out to all those who helped. A couple of timely drenching rains in August have helped with fire danger and grass survival.

Now that all these events are over we can begin with serious path reseeding, flood preparations and continue the perpetual site clean-up. From now 'til spring, all paths and meadows are closed to vehicles. Thanks go to the VegManECS Crew who have been working on raking and removing the tons of hay and straw out in the lots; anyone wanting some for compost or garden mulch, please feel free to come out and take some away - it's organic! The Fair, of course, uses no herbicides, pesticides or fertilizers on the fields.

We're scheduling a Fair-wide site clean-up and flood prep work party for Saturday, October 16th (gather at 10 AM at the WareHouse), before the annual membership meeting in town in the evening. Rather than try to list each item on the "still needs to be cleaned up" list, it's simpler to say that virtually every camp, booth and crew work area needs some attention. Come on out, feed your earth karma by doing some good work for the land and balance that load of political rhetoric we'll receive at the meeting." Steve Wisnovsky

Additionally, the Oregon Dept. of Transportation has not done anything about moving the ramp by Maple Gate yet.

President Jack noted that we still have \$7500 of Hubbard's money in an escrow account while Mr. Hubbard finalizes the electrical work on the outbuilding.

The land swap with the City of Veneta continues to move closer to closing in such a manner that we may get all that we want. The City is constantly getting new information that is to our favor. The city's land is the home for red-legged frogs and is a good archaeological site as well. Patience is proving to be our best ally in this situation.

Treasurers Steve Gorham thanked John Higby for working with the Budget Committee. He hopes volunteers will come forth and send in their letters of interest. Hilary advised that they have many meetings and work outside meeting time. Steve said the Fair is doing well financially. The bottom line after the Endowment Principal is taken out leaves approximately \$98,256, give or take \$20,000. A more complete financial report will be presented at the Annual Meeting. The budget process will begin a bit earlier this year; they hope to complete the operating budget before the winter holidays. The Budget Committee continues to look for ways to reorganize, reduce inefficiencies, and expand as needed as it asks crews to prepare for another two-year budget cycle. The operating budget will be approved by the Board at a special meeting on 1/31/00. A work shop to discuss the budget will be held the prior week on 1/24/00.

COMMITTEE REPORTS

Elections We have received ten candidate statements (published in this issue of the Fair Family News). OCF Membership forms must be received in the office by 5pm, September 16 in order to be eligible to vote in this year's election. Absentee ballots will be mailed out on Sept. 15, to those who requested them. They must be returned by 5pm, October 15, at the Fair office or in the PO Box or turned in at the Annual Meeting on October 16. Ballots are not available at the Fair office. The Elections Committee asks for your assistance tallying the votes after the Annual Meeting. Results will be published in the following issue of this paper.

Jill Heiman Vision Fund received a total of \$5181.38 of which \$2,895 came from food vouchers. With matching donations from the Fair, we will donate \$5,000+ to Looking Glass, \$2000+ to Northwest Youth Corp, and \$3,000+ to the Service Station run by St. Vincent dePaul. The year 2000 recipient categories will be selected at the Annual Meeting. Please vote.

Land Use Management Planning (LUMP) The wetland restoration work is proceeding as planned. The ground work will begin Monday, Sept. 20.

Elders (workshop report) Etienne's motion during Old Business to create an Elders Council died for lack of a second. After several meetings and on-line discussions there is interest in formalizing a committee, Elders Liberation Front aka ELF, made up of six to ten dedicated Fair participants and BoD liaison. They are considering the processes to verify eligibility and grievances and the construction of a three-part categorization of working elder, resource mentor, and retired elder. The Elders ad hoc committee requests letters of interest for the formal committee. Etienne thanked Mira and Jeannie (Traffic) for acting as secretary for the Elders group. Etienne added that she conducted an informal eligibility survey of some crews. The result is approximately 5% meet a basic formula of a minimum of 20 years of Fair participation plus a minimum age of 45 for a combined total of 75+.

OLD BUSINESS

FIRST NIGHT DONATION

Etienne moved, and David seconded, the BoD donate \$500 to First Night, Eugene.

Background: This is a free, non-alcohol New Year's Eve celebration with an evening parade, many different performance venues, and fireworks at midnight.

Peach Gallery: Volunteer energy is greatly welcomed. This is a great event to support.

The motion passed: 9 in favor and 0 opposed.

ELECTION COMMITTEE APPOINTMENTS

Charlie moved, and Marlene seconded, that the BoD appoint Anne Morris to the Election Committee.

This was then changed to: the BoD reaffirms the appointment of Heidi Doscher, Jen-Lin Hodgden, Tina Edwards, and Anne Morris, a new member, to the Election Committee. The Treasurers also sit on the Election Committee to verify the results.

Peach & BoD: Thanks to Merrill Levine who resigned from the Election Committee last month for your years of service. We wish her well as you work toward her doctorate. The BoD was reminded that the Election Committee is an annual appointment. Anne is an asset whether she's on a committee or not!

The motion passed: 9 in favor and 0 opposed.

SITE CREW CO-COORDINATOR APPOINTMENT

Palmer moved, and Charlie seconded, that the BoD appoint Shane Harvey as Site Crew Co-coordinator.

Peach Gallery & BoD: Palmer noted that folks on radio may know him more by "Shane, Shane! This is Steve." To which Steve W explained that Shane is often on the tractor or working with other high-decibel pieces of equipment and he must speak deliberately so Shane hears above and beyond the regular radio traffic. He added that Shane is knowledgeable about the site and is a good, careful worker. He will coordinate the original ten-person crew

After much discussion about the lack of a letter of introduction or whether presence at this BoD meeting by the candidate should be required or not, Palmer moved, and Brad seconded, to table this motion so that Shane, Shane could write a letter to us, us. The motion to table failed, 3 in favor and 6 opposed (Jack, Brad, Jim, Etienne, Charlie & David).

The motion to appoint Shane Harvey as Site Crew Co-coordinator passed: 8 in favor and 1 opposed (Marlene).

BUDGET ISSUES

ORIGINAL ARTWORK PURCHASE

David moved, and Etienne seconded, that the Fair purchase the original artwork for this year's 30th Anniversary Commemorative t-shirt offered by artist, Jim Lind, for \$400, if that price is acceptable to the artist. Palmer's friendly amendment that this price will also include all rights to the artwork was accepted. Charlie's friendly amendment to authorize the President and the Treasurers to find the appropriate line item was accepted.

Background: Leslie said that we paid Jim \$400 to design the t-shirt which is half of what we normally pay the poster contest winner. However, we didn't spend \$800 to design this year's poster. This would be a great piece of commemorative art for the Fair to own.

Peach Gallery: Hilary voiced several folks' opinions that it would be great to own this piece of artwork, but, the Board must determine which line item will be used. Others were concerned about the precedent this may be setting. Many folks donate their creative and artistic talents through special construction projects. Vince argued that the Fair profited by turning the artwork into a commercial product. It would be fair to pay for the artwork.

BoD: Comments reflected the variety of opinions expressed by the Peach Gallery. Jack supported the purchase as documenting our legacy through art. Palmer was appallingly impressed by the last-minute line item shell game.

The motion passed: 7 in favor and 2 opposed (Jim & Brad).

EUGENE CELEBRATION

Etienne moved, that the BoD make a \$300 donation to the Eugene Celebration a permanent line item. This motion died for lack of a second.

Background. Parade entrance fees come from the General Manager's budget and the kiosk fees were taken from the Law Reform budget. Last year's sponsorship donation to support the parade was made so the new Eugene Celebration managers could receive a one-year only offer of a matching donation from the City of Eugene.

OFFICE COMPLIANCE

Charlie moved, and David seconded, that the BoD increase the office compliance line item by \$1587 for completing the fire suppression portion.

Background: All compliance costs met Braddock Construction's estimates except for the tiny addendum by the fire marshall that a big alarm must be added on each floor, and to wrap all the light fixtures in the basement that caused them all to be retro-fitted, and additional plastering and painting costs.

Peach Gallery: Raimon noted that it seems as if the fire marshall is carefully choosing which groups must meet the letter of the law and which may follow the intent. I.e., the Holiday Market is subject to specific rules which other markets on the county fairgrounds are not.

The motion passed: 9 in favor and 0 opposed.

WETLANDS SET ASIDE

Charlie moved, and David seconded, the BoD set aside \$20,000 (of the \$36,000 held in OUR) to self-insure the wetlands grant performance.

Background: The Division of State Lands is requiring the Fair to put up the cost of the grant to insure that the work will be completed. Our original grant, \$19,600, is being used for wetlands consolidation of 35 acres of land east of the Long Tom. The work should be finished by next spring. Cascade Research, Conservation, and Development which is administering the wetlands consolidation, has full confidence in the Fair's ability to complete the grant work.

The vote passed: 9 in favor and 0 opposed.

BOARD/MEMBER WORK SHOP

Charlie raised this topic so folks could consider using time during the Annual Meeting, while the votes are being tallied, as a discussion forum on issues facing the Board and Fair, i.e., conservation easements. The President could set this on the Annual Meeting's agenda...

ZONE CHANGES

Jim requested that this be discussed during the BoD retreat. Is it feasible to switch the Fair's property to a fairgrounds/conference center from our non-conforming use permits? Jack agreed to put it on the retreat agenda.

BYLAWS CHANGE -- MEMBER SURVEY

Jack moved, and Palmer seconded, that Article 5, Section 6 of the Bylaws, Member Rights, add item D) the Board will conduct a bi-annual survey of the membership, the results of which will be discussed with the membership at a meeting of the Board before the following year's Fair.

Peach Gallery: Everyone supports communication between Fair family and BoD members. Some folks advocated that the BoD respect the member's vote last year. However, others said they support the member survey but, did not consider the impact of amending the Bylaws. What is the Fair's exposure if the BoD fails to implement the survey during a bi-annual period? Steve G said the Fair is a volunteer-driven organization; to date we've received only two letters of interest, one from Etienne - a BoD member, for serving on a Member Survey committee. That's not enough energy to carry out the proposal.

BoD: Etienne agreed that the BoD could better serve the membership from the information gained by a member survey. But a bylaws amendment is not necessary. Charlie said the Board does not deserve criticism for not instituting the member survey. They have tried to facilitate last year's motion. The BoD held an open work shop on the member survey in December which was attended by the BoD, paid staff and officers. No one from the general membership was present. The BoD then asked for letters of interest to form the Member Survey committee; two were received. Last month, when the Bylaws amendment failed, the BoD passed the survey off to the Election Committee for this year. The Election Committee (EC) wrote back that they would provide the same service as they do for the Jill Heiman Vision Fund. (The EC includes materials prepared by JHVF in the absentee ballot packet and collects the returned JHVF ballots. JHVF tallies their results.) The Election Committee added that "the questions received to date, are not written in a style suitable for an impartial survey." Charlie said, "that's the problem in a coco-nut shell." Palmer said changing the Bylaws is not something to be considered lightly. The Fair office is authorized to release his phone number to members and he is willing to discuss Fair issues. Yet, in all his years of BoD service he can count on one hand the number of calls he has received. Marlene agreed that she would like more of the membership to be involved. We see the same ten faces in the Peach Gallery every month. Jack countered that the Bylaws change is a long-term solution vehicle. The request for letters of interest for the member survey committee is still open. Michele and Brad agreed with Jack. Brad favors anything that raises dialogue. Michele's friendly amendment to say that the "membership may conduct a survey..." was not accepted. This would have put the responsibility on the membership, not the Board.

The motion failed 5 in favor, and 4 opposed (Palmer, Marlene, David & Etienne)

MEMBER SURVEY

The Secretary questioned the Board whether the Election Committee (EC) is still responsible for conducting the survey. The answer was yes. Palmer said this raises another issue of whether a committee may decline assigned tasks. Charlie read one of the statement/questions. Other folks agreed that the questions are not impartial or clear. Jim said it should be a simple matter of writing the survey questions on the ballot. The Secretary, who usually never speaks her mind at BoD meetings, said that given last year's controversy, it would be inappropriate for the Election Committee to rephrase the questions. The membership must believe the EC is non-biased in their publications of voter materials and reports. Whereupon, reading from the Bylaws again that the Election Committee is charged with ensuring a fair and accurate election, Palmer suggested that the EC makes sure the survey does not happen in its present state. Jack said the survey questions don't have to be part of the Annual Meeting. That was a cost-saving measure. Another mailing, or publication in the Fair Family News are other alternatives.

Jack moved, and Charlie seconded, that last month's directive to the Election Committee to implement the member survey be rescinded.

The motion passed: 8 in favor and 1 opposed (Jim).

Jack moved, and Michele seconded, that the Board will create a committee to create and distribute a member survey before the 2001 Fair.

The motion passed: 6 in favor, 2 opposed (David & Charlie) and 1 abstention (Etienne).

RENTAL TERMS

Palmer moved, and Jack seconded, that the BoD authorize the Property Acquisition Team (PAT).to proceed with entering into a leasing agreement with Fern Ridge Realty.

Background: Now that we own the Hubbard property, we have a manufactured home ready to rent. Fern Ridge Realty is the only local agency available. Tom Cotter, of Fern Ridge Realty, believes that limited use of the property and with no access to the outbuilding the house could be rented for \$650 - \$700/month. Etienne had questions about specific terms for renters. Any and all concerns should be directed to the PAT. Marlene wanted time to review the documents which were just received this evening.

The motion passed: 9 in favor and 0 opposed.

GENERAL MANAGER'S SABBATICAL

Palmer moved, and Jim seconded, that the General Manager's sabbatical agenda item on new business be moved to old business tonight.

The motion passed: 6 in favor, 3 opposed (Brad, Michele, Etienne)

Palmer moved, and Jack seconded, that the BoD modify the Personnel Manual's statement regarding sabbaticals to include the possibility of accommodating two months full time and two months half-time leave.

Charlie suggested a friendly re-wording: The employee may request up to three months leave with full pay. Palmer & Jim agreed.

The motion passed: 9 in favor and 0 opposed.

Palmer moved, and Jack seconded, that the General Manager may take a sabbatical beginning in November of two months full-time and two months half-time.

Background: Leslie will spend the first two months at the Whidby Institute to help plan and develop a Chataqua for the summer of 2001 on Whidby Island. She will also learn about scheduling and organizing other events on the property, much as the Fair may do if it were to build a lodge. She will then take a Values-Based Management for Non-profits class at Portland State University. Both experiences will be very enriching for Leslie and the Fair to plan and organize other events such as kids camps, chautauquas, and venues such as lodges and retreat centers.

BoD: Palmer said he raised these motions tonight because the Personnel Manual states that sabbatical requests must be made three months prior to the beginning of the sabbatical. Brad said he was not comfortable proceeding on these motions as he prefers the membership to have advance notice.

The motion passed: 6 in favor and 3 opposed (Michele, Brad, & Etienne).

It was a long meeting that concluded at 10:45. Lamb Cottage was a nice, peaceful venue along the river in Skinner Butte Park. There was no trying to discuss and conduct business over African drumming and overhead fans like last month. The WOW Hall is not a quiet place on Tuesday evenings...

The following items were tabled: Appointments - Internal Security Co-coordinator & Buses Co-coordinator; Crew Member Rights, Resolution for Hubbard Loan, Hubbard Property Planning. Zone Changes may be taken up in November, Fire Truck Purchase from Forrest Larson will be a 2000 Capital Projects Budget item, Booth Skirt Boards will be addressed during the 2000 Guidelines revision. The OCF Scholarship has been withdrawn.

The next Board Meeting will be held on Monday, October 4, 1999, at 7pm, at EWEB. The agenda, subject to change, will include the above tabled items, and New Business: Miscellaneous Budget Issues including Sabbatical Implications, Appointments to the Budget Committee, Member Survey Committee & the Endowment Committee; Endowment Principal Contribution, Donation to Winter Green Farm's Educational Program, Camping Code of Conduct, Appointment Process -- When and from whom are letters required, Elders Council, Poster/T-shirt Artwork & Rights, and Land Swap with the City of Veneta.

Respectfully submitted,

Jen-lin