

OREGON COUNTRY FAIR BOARD OF DIRECTORS MEETING, DECEMBER 6, 1999

PRESENT: Jim Newhall, MD, Charlie Zennache, Palmer Parker, Jim Sahr, Lawrence Taylor, Jack Makarchek, Marlene Monette-Showker, Michele Sharpy, Brad Lerch, Etienne Smith (left after the Member Survey motions), and Charles Drew & Howard Galvin (alternates).

NOT:

MINUTES APPROVAL

Jim moved, and Palmer seconded, that the minutes of the November 1, 1999, Board meeting be approved. Michele corrected that she (not Marlene) moved to appoint June Howard as Registration Coordinator. The motion passed as amended: 10 in favor and 0 opposed.

ANNOUNCEMENTS/CALENDAR

Bear (Kitchen Crew) brought a fresh-baked lemon-poppy seed cake with vanilla icing. Yumm! Michele said that fairies are returning the Board Survey which was printed in last month's Fair Family News (FFN). norma thanked Marshall Landman (Crew Svcs Coord) for putting the survey on the web in a user-friendly mode. So, cyber-space fairies, please, send your survey responses. Virgil Courtwright introduced himself and announced his intention to be the next Archaeology Coordinator upon Bill Burwell's resignation. When questioned if this could wait a month for all the proper letters, etc., Jack quipped that Virgil's in archaeology!

Mon. 12/13 Work session on Guidelines revisions will be held at Central Presbyterian Church, 7-9pm.

Sat. 1/22 Coordinator potluck to meet with the Budget Committee at Leslie Scott's home.

Mon. 1/24 Work session on the Operations Budget will be held at Central Presbyterian Church, 7-9pm.

Mon. 1/31 Special Board meeting to approve the 2000 Operations Budget will be held at Central Presbyterian Church, 7-9pm.

MEMBER INPUT

Janean Fossum (Lot Crew Coord) read the lot Lot Crew's mission statement and a letter of complaint about operational differences between Traffic and Lot Crew.

STAFF & OFFICER REPORTS

General Manager Leslie Scott is on sabbatical.

Administrative Assistant norma thanked the Budget, Endowment, and Poster Committees who have initiated the 2000 Fair. The office is very quiet without Leslie. The Board contact phone numbers have been posted on the web as requested. norma has been meeting with copier sales people in hopes that the Budget Committee will approve a new copier as a Capital Project. Otherwise, she is handling the finances and following up on projects at Leslie's requests.

Site Manager Steve Wiznovsky said that the conditions are wet and getting wetter. They try to have the site flood-ready by the end of November and sure enough the first flood came on Thanksgiving after 4.5 inches of rain. Fairies are invited to take advantage of flood conditions and traverse the site by canoe. You will leave with a different perspective of the Fair. Observe how booth board fronts contribute to erosion. He cautioned that folks must use safe-boating practices as there are many obstructions underwater hidden from site and the currents near the river can twist a canoe over. Fairies, especially children,

should wear certified Personal Floatation Devices. It's a good idea to check in with the Site Manager or the Caretaker before you begin boating. That way they can help in case of an emergency.

Thanks to the VegManECS who placed the hay bale dams to prevent erosion and put chicken wire around trees to keep them safe from hungry beavers. Thanks to David Hoffman (Community Village) for his great work. And thanks to Andy, Arrow Anders (Traffic Co-Coord), and Kirk Shultz (Construction Co-Coord)) who helped finish putting up the tin roof on the east wing of the Warehouse. Steve and Andy checked it out during a heavy rain. No leaks!

Andy will be taking an extended vacation over the holidays yet the site will be occupied. And a new tenant is moving into the house on the ex-Hubbard property.

After many years, the land swap is final! Thanks to Jack Makarchek, Daniel Dillon, David Liberty, Dennis Todd, and all the Board members past and present who supported the plan. Special recognition should go to Leslie Scott for the vision and fortitude to bring the land swap with the City of Veneta to reality. In addition to our philanthropic giving, this will be one of the Fair's important achievements in the '90s.

Thanks to David Hoffman for being there.

President Jack thanked everyone involved with the land swap. He added that the actual signing of the papers felt anti-climatic after the years of negotiations. None of us knows how special it is to take a bold move and hold both sections of the Long Tom River so we may begin fulfilling our dream of a continuous greenway. This is the first step. He hopes that by talking with neighbors about conservation easements more greenway will be added to the river. He is glad the process took six years because we know that all the questions have been answered satisfactorily. Jack hopes that we will use the space wisely so some of the pressure may be released on the 8. We must treat it with more respect than we have afforded the 8.

All the details on the Hubbard property are finished. Thanks to Charlie for following this through. Jack wished a happy holiday and a safe, new millennium to everyone! Take care of yourself for Y2K.

Treasurers Steve Gorham thanked all who worked on the land swap. The last Budget Committee meeting of the millennium was held last week. They plowed through the Operations Budgets and the liaisons will be contacting coordinators soon. Coordinators, please contact your liaison if you haven't heard from them by early January. The next BC meeting will be held on January 18, just prior to the Coordinator Potluck, for final negotiations. Generally, things are proceeding smoothly. However, he cautioned, it is still a lean budget with close to a break-even year.

Hilary reported that she visited Leslie at Whidby Institute for the Open Space on Chataqua. They are very excited to have Leslie working with them.

Charlie questioned whether the BC had included the financial impact of increasing food voucher value in their projections. Hilary responded that they were considering other budget decreases and decreasing the capital project budget.

COMMITTEE REPORTS

Guidelines (an ad hoc committee) norma reported that their recommendations are included in this month's Board packet.

MEMBER SURVEY COMMITTEE

Charlie moved and Dr. Jim seconded, the following motion as amended amicably:

The Oregon Country Fair Board creates a Membership Survey Committee to conduct periodic surveys of the Fair membership. The committee shall be made up of seven members. The committee is to solicit suggestions of ideas for possible inclusion in the survey, draft the survey, tabulate the results and report the results to the BOD and membership. The committee may include any topic suggested by a member, whether or not supported by 25 signatures. The committee shall review every suggestion received and work with the submitter to edit suggestions to make them non-leading, non-argumentative, or to improve the clarity of the question.

Background: Charlie said he drafted this motion to deal with past concerns and to make the survey meaningful, e.g., deal with double negatives.

Peach Gallery: Gale Hulihan (Lot Crew) questioned why the questions could not remain as originally presented. Trust the membership. David Helton (Registration Co-coord) advised that the BoD should retain final approval to avoid any potential legal problems.

BoD: Jack & Lawrence had similar concerns that there is no need to control speech. Marlene and Etienne agreed that phrasing is important. Marlene said that questions could include statements of fact that are untrue. Howard supported the committee having editorial responsibility so that the responses to the survey would generate meaningful data for the BoD's use to craft policy. If the question is unclear, the committee could write follow-up questions to clarify its intention. Palmer noted that Reese's original motion required questions supported by 25 members' signatures. He suggested that the committee be responsible for verifying the signatures.

The motion failed: 4 in favor and 6 opposed (Michele, Jack, Lawrence, Jim, Marlene & Palmer).

Lawrence moved, and Marlene seconded, that the BoD will create a bi-ennial survey and will appoint a committee to administer (print, distribute, and collect) and tabulate said survey.

Background: The difference is the questions will be printed as presented.

Peach Gallery: Mitch said we've been here before. The BoD keeps going round in circles on this issue getting stuck in semantic road blocks. John Flanery (CV) said that we can trust that most folks will not use the survey as a weapon, but unfortunately it can and does happen. Steve G added that we cannot forget our recent history. The Election Committee refused to administer the survey questions in part because they were biased and unclear (double-negatives).

BoD: Brad said that as this is the last BoD meeting of the millennium we should let our spirits evolve and foster trust. Howard suggested the possibility of using an outside third party. If we cannot generate simplicity within ourselves then we may seek it outside.

The motion passed: 8 in favor and 2 opposed (Charlie and Palmer).

BUDGET ISSUES -- PERSONNEL SALARIES

Marlene moved, and Palmer seconded that the BoD make the following changes to the Personnel Policy & Procedure Manual as recommended by the Personnel Committee. The changes are as follows:

- 1) Create a 7th step (the top step) for each salary range.
- 2) Create section VI.A.3.: Employees falling below step 1-1 on the Step Increase Table (see the Personnel Policies & Procedure Manual) will receive an annual Cost of Living Adjustment. Employees that have reached the top step within their job description salary range will thereafter receive an annual COLA. Merit raises may also be awarded to employees receiving COLAs.

COLA percentages will be specified as follows: Every year, as of the first of March or as soon as the prior calendar year's annual average consumer price index data are available, the new base salary will be

determined by adjusting the current base salary by the most recent calendar year's annual percentage change in the annual average consumer price all-items index for all urban consumers for the Portland-Salem, OR - WA Metropolitan Statistical Area. The new base salary will be effective retroactively to the first of January of the current year.

3) Add section III.A.1: Add this definition of Contracted employee: Any employee hired into a Fair position on a written contract between the Board of Directors and the employee.

Background: Hilary stated that the Board adopted a step table at the beginning of '98. Each position falls within a certain range. This way the employees, the Treasurers and the Fair can plan into the future. This motion states that when an employee reaches the top of their range they are guaranteed a COLA raise (to match inflation) and possibly a merit raise.

The motion passed: 10 in favor and 0 opposed.

Marlene moved, and Dr. Jim seconded, that the BoD renew the Caretaker's contract with Andy Strickland with a \$50/month raise effective 01/01/2000 which incorporates a COLA and a merit raise.

Peach Gallery: Anne Morris (VegManECS Co-coord) said Andy is just fabulous!

BoD: Charlie agreed saying that he appreciates Andy's work and that he does far more than the Fair is able to pay.

The motion passed: 10 in favor and 0 opposed.

Marlene moved, and Dr. Jim seconded, that norma's wages be raised to Step 2-7 as of 01/01/2000.

Peach Gallery: Thumbs up!

BoD: Charlie told norma that she does a great job! He then asked what the wage is for Step 2-7. The BoD members agreed that the value of Step 2-7 is \$26,250/year. They did not specify the value of Step 7 for any other ranges.

The motion passed: 9 in favor and 1 opposed (Palmer). Palmer said he dissented because it is inconsistent to assign a value to only one step-range.

BUDGET ISSUES -- ENDOWMENT

Jim moved, and Palmer seconded, that the BoD give \$700 from the BoD Donations line item toward the Endowment grants.

Background: This will yield a total of \$10,000 for grants and \$100 for meeting expenses with the grantees as required by the grants. In the past years, the grantees have scrounged for meeting halls and refreshments. Next year, Jim will propose that the BoD increase the annual \$25,000 contribution to the principal so that it will net a minimum of \$10,000 interest for the grants. He would also like the Financial Planning and Budget Committees to consider investments with more risk that would yield a higher interest rate.

Peach Gallery: Steve W. noted that with State budget cuts to education, the OCF is almost the sole benefactor of arts education in the Veneta/Fern Ridge area. They have come to depend on us. Steve G. said that this puts the BoD within \$100 of spending its entire BoD Donations budget. This is a good use of the Fair's money.

BoD: Jim did not accept Brad's friendly amendment to increase the donation to \$800 to completely exhaust the Donations budget. Charles appreciated that Jim found an existing source from within the budget and that it is not an additional item.

The motion passed: 10 in favor and 0 opposed.

Palmer moved, and Brad seconded, that the OCF donate \$100 to a principal in the Veneta/Fern Ridge area to be used for art supplies, etc. They then deferred to Jim Sahr.

Jim moved, and Brad seconded, that BoD increase the donation made in the above-approved motion to \$800. The extra \$100 will be kept in a fund for future miscellaneous expenses as required by the Endowment grants.

Peach Gallery: Thumbs up! Raimon Franck (crafter) cautioned that it is good to save seeds in the fall for spring planting.

BoD: Palmer countered that as of January 1, a whole new crop of seeds comes from the co-op. (Fiscal Budget 101).

The motion passed: 10 in favor and 0 opposed.

FAIR TENANTS

Palmer moved, and Marlene seconded, that OCF BoD members, officers, and employees are not eligible to rent housing owned by the corporation.

Background: Marlene said that the issue is whether it is fair or not for BoD members, officers and employees to rent Fair housing because of the privilege of advance knowledge of available homes, or conflict of interest upon determining rent, or other related financial issues.

Peach Gallery: Raimon said that "Fair housing" laws already exist prohibiting the discrimination of anyone based upon their affiliations. Lil Soto (Horse Crew) agreed that the option should be open to everyone.

BoD: Charles, Lawrence and Charlie agreed that the Fair cannot discriminate because of one's position with the Fair. There are plenty of rules and limitations to prevent a conflict of interest.

Palmer withdrew his motion.

YEARLY LEASE FOR THE TOWN APARTMENT

Charlie moved, and Dr. Jim seconded, that the BoD will authorize up to a one-year lease for all future leases on the Fair's residential property on 424 Lawrence Street, Eugene.

Background: norma said that the apartment will be vacant as of December 15, and that this makes the fourth tenant in a year and a half. The property management company said that each tenant had personal reasons for leaving, not that the rent was too high. Limiting this lease to the town apartment was made by a friendly amendment from Brad.

Peach Gallery: Raimon said that this motion may limit the rental to people who are financially stable to guarantee a yearly lease.

The motion passed: 10 in favor and 0 opposed.

MERRY SOLSTICE TO YOU ALL

Jen-Lin