

Attendance: In office: Shannon Lee-Hutson On zoom: Nome May, Candice Westberg, Damian McDonald, Brigitte McBride, Vince LaRochelle, Sarah Bast, Bekah Zeimetz

Staff: Renee Thompson, Sonia Ostendorf (in office) Recorder: Diane McWhorter (in office)

Other Participants: In office: Maia Bowers, Teresa Pitzer, Gary Becker On zoom: Mary Newell, Anna Lawrence, Cortney Fellet, Willy Gibboney, Colleen Bauman, Anja Chavez

Introductions and Announcements: Around the zoom.

Pressing Member Concerns:

1. Anthony Jackson: read statement

2. Dru Marchbanks: sent letter to request LOA from Holiday Market 2022 space #162.

\*\*\*Motion: Accept Dru Marchbanks to take a Leave of Absence from the 2022 Holiday Market (Nome/Vince) 7-0-0

3. Ruby Matthews: sent letter asking to keep reserve space after missing May and June.

\*\*\*Motion: Allow Ruby to keep her reserve space and activate a retroactive LOA status for May and June (Nome/Vince) 7-0-0

4. Anja Chavez: requesting an additional vacation month for July.

\*\*\*Motion: Grant Anja Chavez an extra vacation month for July (Brigitte/Vince) 7-0-0

Agenda Approval: Add a Budget Committee report after the Living Wage Task Force report

\*\*\*Motion: Amend the agenda (Damian/Vince) 7-0-0

\*\*\*Motion: Approve the agenda for tonight's meeting (Nome/Sarah) 7-0-0

Minutes Approval: Approve the minutes for June 1, June 29, June 29 email motion, and July 13 Special Meeting Executive Session.

\*\*\*Motion: so moved (Sarah/Bekah) 7-0-0

Board Education Minute: defer to next meeting

Administrative Reports: Advertising Report: Renee Thompson: Renee expressed gratitude for all those who have been helping during the staff transition which she experienced in her first three months of employment. She observes that not enough people read the newsletter and plans to try some simple infographics in the future to convey information in another way for those who don't easily read long written articles. She also suggests a Discord channel for chatting since many members no longer use Facebook. Other suggestions include more efforts on Saturday to help other members who might be new or not used to the existing systems of communication. More use of the email blasts might also help convey more information.

A few additional ads were placed in the last weeks to amplify our presence during the World Athletic Championships. All of the ads continue to display positive growth. The Peace Rocks campaign is ongoing and rocks can still be made and put around town.

\*\*\*Motion: Approve the Advertising report (Vince/Brigitte) 7-0-0

Staff Report: Sonia Ostendorf: Sonia has noticed that a lot of the Tuesday Market members are having a hard time paying the additional \$5 fee this season, particularly with the lack of free parking on weekdays downtown. She suggests that the city be asked about providing some free parking option for our members. Perhaps the farmers could be asked to share their parking. Colleen reminded the Board that there used to be quarterly meetings with the Farmers Market, when the two Chairs and the two managers would meet and discuss current issues, bringing benefits and good relations between the two markets. It would be great to start those up again as soon as possible.

\*\*\*Motion: Approve the Staff report (Damina/Vince) 7-0-0

Treasurer's Report: Cortney: Without having enough information yet to reconcile bank statements for June, or July, it is hard to know exactly where the organization is financially. There were discrepancies that have to be figured out and corrected. Progress is being made. It does look like income is behind the budgeted projections, mostly because Holiday Market booking was pushed off a month so payments were not collected.

Shannon thanked Cortney for taking time from her job to volunteer to help with this. It does seem like an audit has to be made to review the financial statements from the last at least six months. All efforts are being made to get things back on track and then an assessment can be made about actions going forward. The budget is still an accurate map of projected expenses and planned spending, so it won't be adjusted until clear needs are shown. While there are savings, there are no current plans to draw from them.

\*\*\*Motion: Approve the Treasurer's report (and the Treasurer!)(Nome/Vince) 7-0-0

Committee Reports: Standards Committee: Teresa reported on the July 20<sup>th</sup> meeting and said that not a lot has been done during the transition except screening new members. The guidelines review showed a few things, for instance replacing the word "grandfathered" to "permanent exemption" or "standing exemption." Since "permanent" indicates it can't be changed, "standing" will be used. This would be stated as only applying for the length of continued membership. If a person did not use it, it would expire. There will likely not be standing exemptions granted in the future, but rather one-year exemptions that would need to be renewed every year. Only two members still have standing exemptions. The discussion of "Who May Sell" was dropped as current policy is sufficient.

\*\*\*Motion: Approve the amended Standards Committee report (Sarah/Nome) 7-0-0

Holiday Market Committee: Mary thanks the staff for getting the postcards sent and the process of registration started. She reported that much of the work has been postponed until the timeline is restored so funding amounts are known and plans can be made regarding the advertising, Elf Game, and decorations. Since the budget was cut in 2021 this needs to be clarified.

\*\*\*Motion: Approve the Holiday Market Committee report (Damian/ Brigitte) 7-0-0

Living Wage Task Force: Nome reported that the Task Force met July 3<sup>rd</sup> and sent a recommendation to the Budget Committee suggesting a 13% wage increase for all current staff.

\*\*\*Motion: Approve the Living Wage Task Force meeting notes (Damian/Candice) 7-0-0

Budget Committee: Shannon reported that the Budget Committee met July 13<sup>th</sup> and recommended to the Board that the 13% wage increase be made. They discussed current conditions and felt that it would be sufficiently cautious.

Members spoke to point out that it wasn't the usual careful practice to make such recommendations without specific dollar amounts and known income details, but that it was the right time to make the move and would be welcomed by staff and members. Next time the newsletter reporting could be less predictive and allow the Board more flexibility. A Task Force or committee reports to the Board first, and then to the membership via the newsletter or other means.

\*\*\*Motion: Approve the recommendation of the Budget Committee (Sarah/Bekah) 7-0-0

Discussion: The Site Crew wage of \$15.25 is still not going to be a living wage in Lane County, but it is an improvement. There can be another adjustment at the beginning of the next fiscal year, in April.

\*\*\*Motion: Approve the Budget Committee report (Nome/Sarah) 7-0-0

GM Search Committee: Nome reported that the committee (Nome, Bekah, Beth Little and Nancy Gant) read seven applications, interviewed three applicants, checked references, and met with two candidates last night with the Board. The Board will either choose one of the two or vote to extend the search in the Executive Session following the Board meeting.

\*\*\*Motion: Approve the GM Search Committee report (Damian/Brigitte) 7-0-0

Old Business: Appoint Volunteer Coordinator:

\*\*\*Motion: Nominate Anna Lawrence (Shannon/Nome) 7-0-0

Anna spoke to make the following acknowledgments: (paraphrased from her oral report)

As you know our market staff has been in transition for the past four weeks. I have been working as Volunteer Coordinator to help the Board Chair and the staff to organize volunteers for particular jobs to help us move forward. Each volunteer brings a unique set of talents to help us through this transition and are helping to cover a multitude of tasks. I wanted to give a shoutout to these volunteers who have gone beyond the usual requirements.

Queen Shannon Lee-Hutson our Board Chair has gone above and beyond her volunteer position as Chair, totally stepping up and working in the office full time getting all important tasks up to date and restoring office procedures. Cortney Fellet, our volunteer Treasurer, for tackling the monies and untangling the numbers as well as reconciling the checkbook, on Quick Books after doing her regular fulltime job. Thanks to Diane McWhorter for pulling together the agenda and Board packet and weekly postings encouraging our members to attend the Market. Diane has been organizing our board notebooks with updated information, organizing all the file cabinets and archival papers.

Board member Damian McDonald has been arriving every Saturday morning at the office at 6:15 to help get the info booth prepped for the morning roll call and answering questions as well as running his own business.

Thanks to the Search Committee for doing the leg work to find a new GM. They include Nome May, Bekah Zeimetz, Beth Little and Nancy Gant. Thank you for your diligence.

The Committees have continued their work to keep us moving forward. The Holiday Market Committee is co-chaired by Mary Newell and Vince LaRochelle, as well as Catherine Heising, Teddi Wheeler, Dru Marchbacks and Jesse Gustafson for pushing onward towards Holiday Market 2022.

The Living Wage Task force: Colleen Bauman, Nome May, Damian McDonald, Brigitte McBride, Shannon Lee-Hutson and Vince LaRochelle for work on future wages for staff.

The Food Court Committee, Colleen and Barbara for stepping up.

The Standards Committee which is co-chaired by Gary Becker and Teresa Pitzer, for increasing the number of new members they see every two weeks in order to increase our membership so we have a fuller Holiday Market and a sustainable SM. The committee also includes Don Parker,. Bekah Z, Jesse Gustafson and Anna Lawrence.

The Transition Team that will guide the new GM in their first months as our leader are Beth Little, Diane McWhorter, Colleen Bauman, Shannon Lee-Hutson and Anna Lawrence.

Office cleanup! Katie Swenson is an excellent vacuum repair person as well as operator and Elise has incredible window washing and organizational skills, in addition to their incredible artistic talents.

We had auxiliary security folks in place during the two weekends of the World Games...Vince LaRochelle, Gary Becker, Dan Young and Tim Durham all had walkie talkies to call security if mischief should occur.

Then there is Willy Gibboney, who is suffering an injured shoulder, has stepped up to work an afternoon shift in the Info Booth, help encourage diagonal parking on the SW edge of the West block and imparting his experiences to the New Members during their orientation with Sonia Ostendorf.

The Bauman women watched over the Food Court and kept it clean and tidy...always a much needed task.

Silver Lee-Hutson needs mention as she has been helping a member load and unload her booth on Saturdays.

As we move forward with new leadership our volunteering program is NOT done. The Market needs your help. There are many kinds of tasks available. You can find an application at the Info Booth , fill it out and return to them so we can call on you in the future. Volunteering is an excellent way to get involved in our market, to see the detailed work that goes on every week in order to get the market up and running. The work of all the volunteers and especially the STAFF make our weekly market appear as if magically. Thank you one and all.

In Conclusion: Don't ask what Market can do for you, but what you can do for the Market.

A check on booth weights and fire extinguishers showed that many people are not well-informed about the requirements of those policies. Market may offer more of the weight bags in the future but they are currently sold out.

Appoint Open Board Seat: Maia Bowers was nominated and agreed to serve. No other nominations.

\*\*\*Motion: Nominate Maia Bowers to join the Saturday Market Board of Directors. (Nome/Bekah) 7-0-0

New Business: none

Meeting Evaluation/Last Round: Appreciations around the room and the zoom. Much agreement that the positive changes in the organization and the meetings are moving us forward and dissolving the worry and tensions.

\*\*\*Motion: Adjourn (Nome/Damian) 8-0-0 7:15 pm

Executive Session: An Executive Session was held with a vote to hire the GM. One person abstained and one voted to extend the search.

Adjourned 8:05 pm.

