

Attendance: Shannon Lee-Hutson, Maia Bowers, Bekah Zeimetz (all in office), Vince LaRochelle, Brigitte McBride, Nome May, Candice Westberg, Sarah Bast , Damian McDonald (late) (on zoom)

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

Other Participants: Anna Lawrence, Jessie Gustafson, Teresa Pitzer, Gary Becker, Silver Lee-Hutson (all in office), Mary Newell, Cortney Fellet, Colleen Bauman, Barbara Graham-Adams, Willy Gibboney, (all on zoom)

Introductions and Announcements: Introductions around the room and zoom; no announcements

Pressing Member Concerns: 1. Willy Gibboney sent a letter suggesting that recruitment of younger, newer members for the Board and committees is necessary and that term limits might be a solution. The item "Term Limits" was put into New Business to be discussed if time allows.

2. Bonnie Boone sent a letter requesting that the 14<sup>th</sup> day be put back into the Holiday Market schedule and outlining her reasons. It was explained that the decision was made in response to the calendar, the need to control costs in 2021 and 2022 and a weighing of the pros and cons. The hope is to go to 15 days in 2023.

3. LOA: Alice Macdonald sent a letter asking for a restoration of points she thought she had leading up to Holiday Market. Sonia will check on the details and work with Alice.

4. LOA: David Church requested leave from HM 2022.

\*\*\*Motion: Grant David Church a Leave of Absence from Holiday Market 2022. (Bekah/Sarah) 7-0-0

5. LOA: Rene Berry requested leave from HM 2022.

\*\*\*Motion: Accept Rene Berry's request for Leave of Absence for Holiday Market 2022 (Nome/Maia) 7-0-0

6. LOA: Emily Belleheumer requested leave from HM 2022 and the SM Park Blocks 2023.

\*\*\*Motion: Accept Emily Belleheumer's request for a Leave of Absence for HM2022 and the Park Blocks 2023. (Nome/Sarah) 7-0-0

7. Sale of Business: Lulu's Smoothies has been sold by Darien Mann to Jodi Furstner-McLaughlin as of 8-19-22. All the conditions of the Sale of Business policy have been met. Policy details were clarified, one of which is Board approval of the sale.

\*\*\*Motion: Approve the sale of Lulu's Smoothies to Jodi Furstner-McLaughlin (Maia/Sarah) 7-0-0

Agenda Review: Add Term Limits to New Business as well as the other items listed at the beginning of the meeting (Willy's and Bonnie's letters to Pressing Member Concerns, Rudy's report and his HM music request to Staff Reports)

\*\*\*Motion: Approve the agenda for 9/7/22 (Sarah/Maia) 7-0-0

Approval of Minutes:

\*\*\*Motion: Approve the minutes from the last meeting on 8-3-2022 (Maia/Bekah) 7-0-0

Board Educational Minute: Topics were assigned for upcoming presentations:

- Duty of Obedience: Nome
- Equity: Diane
- Duty of Loyalty: Candice
- Facilitation Tips: Sarah
- Duty of Care: Maia
- How to Make a Motion: Vince

Administrative Report: Tom reported that he has been in Eugene and working for eight days. He has renewed files in the GM's office, and is gaining a strong holistic view of the market. He attended his first Saturday Market on 9-3-22 and his first Standards Committee meeting and New Member Orientation. He set a staff meeting and is continuing discussions with current staff, including meeting with the Booking Manager and Site Supervisor. He has established a general understanding of the Market database and is getting settled at the Market. He especially thanks Shannon and the staff for welcoming him and educating him on an ongoing basis. He feels that the stage could use the presence of an emcee so he will serve in that capacity.

He was asked about the fundraising campaign for shade that he announced from the stage. Renee explained that it is an ad-hoc effort that developed at the request of a patron and is not currently a formal campaign.

\*\*\*Motion: Approve the Administrative report (Maia/Bekah) 8-0-0

[Damian arrived in time to vote on the previous motion]

Advertising Report: Renee reported that social media stats show consistent growth and there have been over 81,000 searches in the last 30 days. She would like to put more money into buying ads on social media instead of the limited amount designated for Facebook. She'd love to see more member-generated social media such as shots from their studios. She'd like to celebrate Dia de los Muertos and have some kind of recognition for closing day. She related that staff would prefer to close on November 5<sup>th</sup> instead of Nov. 12<sup>th</sup> (that item is on the agenda for discussion later.)

She was reminded that we usually have a Market-Wide Sale in October. On closing day the tradition is that members and staff all howl at 4:00 pm. A question was asked about outreach outside the Eugene area, especially for Holiday Market.

\*\*\*Motion: Accept the Advertising Report (Maia/Bekah) 8-0-0

Membership Report: Sonia is busy booking Holiday Market and mentioned that she was not trained by the former staff so is sometimes having to adjust things and it isn't always seamless. Some members are not sympathetic and may need to be reminded of the Code of Conduct and Ethics. A few members had pre-paid for HM last year but did not end up participating. They should have credits in the database and be eligible for refunds or carryovers of their payments.

Fifteen more new members were added today so numbers are consistent with previous years.

\*\*\*Motion: Accept the Membership report (Maia/Bekah) 8-0-0

Booking Manager Request: Sonia read Rudy's request that there be only one stage, in Holiday Hall, and that recorded music from local entertainers be played in the Main Hall. He said it was hard for the Stage Manager to oversee both stages at the same time, and recorded music at a fixed volume might reduce complaints in the Main Hall. Two stages could require an increase in staff.

Discussion: Food booth members may have objections to this so it is late to make such a significant change that could affect their income. Customers value entertainment while they eat. Members are usually mixed in their opinions regarding music no matter how it works. Advertising, booking and printed materials are all time-sensitive.

Holiday Market did make a decision regarding the plans, postponing the decision for the September meeting on the 15<sup>th</sup> which is next week. They need the chance to have a full discussion at the committee level before it becomes a recommendation to the Board, as is the usual process. Waiting for the next Board meeting is a problem as well. Trust the Committees to do their work.

Last year and in previous years the second stage was a smaller one with quieter, less complicated acts. Holiday Hall acts in the past managed themselves in the side room. (Holiday Hall is now a bigger space which includes the stage.)

A decision was deferred to allow the HM Committee to give their report later in the meeting.

Treasurer's Report: Cortney: It has still not been possible to reconcile June due to continuing discovery of complicated issues. She does not have time to add this additional job to her schedule. The way the bookkeeping system is structured is not consistent with Generally Accepted Accounting Principles (GAAP), and the past work has not been acceptable. A professional needs to be hired to get us caught up if current staff can not do it. It's too much for a volunteer.

\*\*\*Motion: The Board recommends hiring a GAAP accountant (Nome/Bekah) 7-0-0 (Vince had dropped off the zoom.)

\*\*\*Motion: Accept the Treasurer's report (Maia/Bekah) 7-0-0

Volunteer Report: Anna read her report listing all the volunteers, and their accomplishments. They include: Shannon Lee-Hutson, Cortney Fellet, Diane McWhorter, Katie Swenson, Elise Corin, Damian McDonald, Teresa Pitzer, Gary Becker, Willy Gibboney, Rachell Bast, Colleen Bauman, Willa Bauman, additional Food Court members, Candice Westberg, Silver Lee-Hutson, Vince LaRochelle, Dan Conan Young, and Mary Newell, who organized the Holiday Market processes and decorations and put in a lot of work. Dave Welch, though not a volunteer but the Site Supervisor, has done a great job cleaning up the storage spaces. While Kim Still will do the floor-taping at HM one more time, it will be documented carefully so that she can really retire.

\*\*\*Motion: Accept the Volunteer report (Maia/Bekah) 7-0-0

Committee Reports: Standards Committee: Anna gave the report as Teresa and Gary had to leave unexpectedly. There are several new members on the committee and more are always welcome. A New Member Orientation was held at the Park Blocks to see if more people could be accommodated with less confusion and future restructuring may be considered. Fifteen members are being added at each one, held twice a month. Next meeting September 21<sup>st</sup>. Please attend at 5:15 if you would like to join.

\*\*\*Motion: Accept the Standards Committee report (Maia/Bekah) 7-0-0

Holiday Market Committee: Mary reported on the latest meeting and reviewed some of the decisions that they've made this season. Many of the issues from last year with the new space have been

recognized and solutions proposed. The map was redesigned for Holiday Hall (the Performance Hall) which was added very close to last year's event so many things were tried out for the first year with the intention to refine the decisions this year. There has been some turnover in committee membership. There won't be as much work to do to decorate or construct the info booth and all of the scheduling of permits, inspections, and so on is organized. Not as many rented chairs will be required. The Elf Game is well underway with many members signed up. More adjustments can be made next year if things come up as problems in 2022.

The Board and all members are welcome to attend the committee meetings to give input and have questions answered.

\*\*\*Motion: The Board empowers the Holiday Market Committee to make decisions about the music at Holiday Market (Sarah/Candice) 7-0-0

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

#### Old Business: Reaffirm Email motions from 8-5-2022

\*\*\*Motion: Make the raises for staff retroactive to August 1st 2022 (Bekah/Maia) 7-0-1 (Sarah)

\*\*\*Motion: Lift the Vax requirement for Holiday Market 2022 (Maia/Bekah) 7- 0-1 (Sarah)

\*\*\*Motion: Allow all members who were Booth Holder of Record at the 2019 Holiday Market retain their status for the 2022 Holiday Market only. (Maia/ Sarah) 6-0-2 (Damian, Sarah)

This item was to add the motions made by email to the public record and to give members a chance to discuss them if desired. Sarah mentioned that she did not mean to abstain and would have voted yes on all three. Not all members attending knew that the bylaws were changed to allow email motions when time is a constraint, as it was in this case, since Holiday Market booking was in process.

Not all attendees had the version of the Agenda which included the next item so it was discussed out of turn.

Decide on November 12<sup>th</sup> Market: Discussion: Selling opportunities for members are an important part of our mission. Some do very well on this day. It is the Community Gathering. Farmers Market will be open. Selling on the PB involves paying a percentage, while those same sales at HM do not. Staff would like the extra prep time for Holiday Market and strongly feels it will add to their stress. Market loses money on the November markets, according to past Budget Committee studies. The weather can be a problem and many members do not attend the Park Blocks in November. It makes more sense to some to drop both November markets. Perhaps the hours could be limited.

\*\*\*Motion: Close for the second Saturday in November for the year 2022 only. (Nome/Maia) 3-1-3

New Business: Set Annual Meeting date: the December date last year was successful in involving more members. It was held at 9 am in the Performance Hall. Replacing a regular meeting with it doesn't allow regular business to be done, since the order of business is different.

\*\*\*Motion: Do the Annual Meeting in the Performance Hall in December of this year at a date to be determined at a future meeting (Maia/Bekah) 7-0-0

Meeting Evaluation: since the vote for the Nov. 12<sup>th</sup> issue was so divided, the Board might consider reviewing that. People abstaining indicates they did not feel sure either way. Members agreed that it felt

rushed and would like more member input. It would also be good to have data on the financial issues.  
Could a paper survey in the envelopes be done?

\*\*\*Motion: Delay decision on keeping the second Saturday Market until the October meeting.  
(Bekah/Maia) 6-1(Brigitte)-0

\*\*\*Motion: Adjourn (Bekah/Damian) 7-0-0 8:02 pm

No Executive Session was held.