

Attendance: on zoom: Nome May, Bekah Zeimetz, Damian McDonald, Brigitte McBride, Maia Bowers, Heather Robbins-Hinton, Sarah Bast, Vince LaRochelle In office: Candice Westberg,

Staff: in office: Shannon Lee-Hutson, Renee Thompson, Mallory Dahl, Silver Lee-Hutson,
On zoom: Spaz Welch-Cook Recorder: on zoom: Diane McWhorter

Other Participants: on zoom: Cortney Fellet, Mary Newell, Denise Gosar, Anna Lawrence,
In office: Haven Sundstrom, Deputy Fire Marshal Travis Worthington, Jennifer and Christopher Whalen

Introductions and Announcements: no announcements

Pressing Member Concerns: Andrea Brown: Her request was to have her husband do the selling as she has problems with the long day of required attendance. He is a family member and is conversant with the product and techniques.

***Motion: Accept Andrea's request to allow her husband to sell in her place (Bekah/Sarah) 8-0-0

Christopher Whalen: He is making objects on a 3-D printer but does not design them, uses commercial object software that is purchased or open-source. After much discussion, the group decided that there are two components to handcrafting: the designs from the creative mind of the maker, and the techniques and skills used to make the objects. While respectful of the amount of effort and research required to use a 3-D printer and make usable objects that are appealing, the design components is also necessary for handcrafted wares. Christopher was offered resources for other markets and encouraged to keep working to design his own objects for sale.

***Motion: Approve Christopher Whalen to sell his wares at Market (Heather/Maia) 1-6-1 Motion fails

Board Educational Moment: Deputy Fire Marshal Travis Worthington: New in his position, Travis wants to take an education-first approach to applying changes in the Fire Code to Market procedures and policies. There may be some changes to the Food Booths, but in general, Market policies are stricter than the fire codes for continuing events. He did discover that people using (or lacking) DAZ permits at the FSP market were in violation of those policies in many ways. The Eugene-Springfield Fire Department and the Eugene Police Department will be partnering to educate and work toward compliance with the sellers in that space. Some changes will be made quickly and others over time.

Other permit fees may be streamlined for businesses which purchase several different types of permits, to reduce costs for the users. There may be new requirements for larger tents. He and his department will try to avoid shutting any businesses down while they adjust to changes in the Fire Code. He does not want to be seen as the harsh new guy and recognizes the autonomy of the three markets in the Park blocks area. He will act as a consultant when construction occurs and changes result (if any do.) He will also work with Market on any changes to the Holiday Market requirements.

Agenda Approval: Add to New Business change in July 5th Board meeting date.

***Motion: Approve the agenda as amended (Vince/Heather) 8-0-0

Minutes Approval: no changes

***Motion: Approve the Board minutes from March 1st, 2023 (Heather/Vince) 8-0-0

***Motion: Approve the minutes from the March 29th Special Meeting (Heather/Maia) 8-0-0

Administrative Report: Shannon reported that 366 members have already renewed with more added each week. The upstairs of the office building has been remodeled and it's possible to access a larger meeting space to increase the numbers of people attending orientations.

All new hardware, software, printers are purchased, installed and working smoothly and the contract with NBS is working well.

New Food Booths include The Mac, and The Bold Flavor and returning Food Booths are The Whole Enchilada (new owner), Tia Maria PizzAria (formerly Renaissance Pizza- new owner), Sara's Tamales A Fire/Safety Plan was submitted. A five-year renewal Park Blocks Contract was signed with the City. Shannon held a SM walk-through on the Park Blocks 3-13-23 with Eric Brown, Parking Services, City Facilities Manager and crew, EPD, Rachel from DT Planning. All site issues were pointed out and some commitments were secured for improvements.

Budget 2023-2024 Approved in Special Session 3-29-23. Working on cleaning up the chart of accounts is ongoing. A P&L was provided this month but in the future, they will be one month behind since it is not possible to provide one on the first day of the month.

Night Markets: Shannon spoke with Farmers Market regarding Night Markets. Plans to collaborate this year were discussed, but night markets are nearly impossible to coordinate successfully. Twilight Markets were a financial loss for the Market. Future possibilities for promotions are exciting, but without proper marketing, not viable. Focus on making this season great despite the construction will be enough without adding night markets.

Check-in Policy: We are asking that all Reserve Members check in before Thursday at 4:00pm for the following Saturday, each week. This ensures that we have a better idea on that weekends attendance, as well as plan non reserve member mapping. It will become essential as we begin construction and need to address relocation of those affected.

Hired Site crew member: We have a new Site Crew Member, Kavika. He worked as Site Crew Member back in 2003. Spaz will be member Liaison.

Employee Evaluations: Dave is still working on Site crew evaluations, Shannon has completed Dave Welch, Michael Welch-Cook (Spaz), Mallory Dahl, and Sonia Ostendorf. Renee Thompson evaluation scheduled for 8-4-23. Mallory evaluated Silver Lee-Hutson post probation period.

Personnel Committee was asked to start work on revising the Membership Services job description.

54th Season opened April 1st, 2023! We had a pretty good opening day despite the weather. Spirits were high, reports of decent sales and smooth operationally. Few opening glitches to be sorted by SM Electricity went out numerous times on east side of the Food Court- Facilities was contacted and electrician came out to address, follow up this week.

Protestors came early and were very aggressive and threatened female security guard- we will write up the incident and create a file for the EPD contact Mike Ware.

We will start our new/returning FB celebration days this next weekend with "The Bold Flavor" grand opening!

***Motion: Accept the Administrative report (Vince/Sarah) 8-0-0

Treasurer's Report: Cortney will have a full report next month when some Markets have generated some trends and data. Opening day was not full and sales were slightly lower than last year, but no members were turned away. She will be reporting on trends and does not always need detailed info, but a more generalized comparison to budget and to last year which can be done without last-minute info.

***Motion: Accept the Treasurer's report (Heather/Vince) 8-0-0

Advertising Report: Renee showed the final poster, which is in distribution. Copies are available for members who want to post them in locations other than Eugene. On April 13th she and Sonia will participate in the Emerald Fest on campus, to promote Market and network with customers and potential members. She would like to also feature one or two artist doing their crafts within the 10x10 space.

***Motion: Accept the Advertising report (Sarah/Heather) 8-0-0

Committee and Task Force Reports: Budget Committee: Heather reported on the March 19th meeting. The Committee approved their 2023-24 budget and some wage increases brought for their analysis.

Downtown Developments Task Force: Diane reported that there hasn't been more official news, but the project seems to be slowed from the original timeline, so it seems unlikely to start in May.

***Motion: Accept the DTD TF report (Heather/Sarah) 8-0-0

Food Court Committee: no report

Holiday Market Committee: Mary reported that there are new members on the committee and they are on task.

***Motion: Accept the Holiday Market Committee report

Standards Committee: Candice reported that the committee met March 15th but the minutes were not ready.

Old Business: Due to time restrictions, the items Election Cycle and Policy Review were deferred. The policy changes for the handbook are still being worked on.

New Business: Change the July meeting date to accommodate members who sell at OCF.

***Motion: Change the date for the July Board meeting to July 12th. (Vince/Heather) 8-0-0

Retreat Ideas: Members were not committed to a project day in May or to a special meeting to discuss a retreat. Fridays or Sundays are preferred but there was not consensus.

Meeting Evaluation: many compliments to Board and Staff.

***Motion: Adjourn (Vince/Heather) 8-0-0 7:35 pm