

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,

Recorder: on zoom: Diane McWhorter

Other Participants: on zoom: Cortney Fellet, Mary Newell, Anna Lawrence, Teresa Pitzer, Gary Becker, Barbara Graham-Adams In office: Kimberly Gladen, Dara Robertson

Introductions and Announcements: There will be an election in June, with 3 open positions. Nome can (and will) run again. Bekah and Damian are ending their first terms and are eligible to run again.

Pressing Member Concerns: Kimberly Gladen expressed her anger and dismay at the proselytizers from Roseburg who have been attending the Market to express their anti-abortion messages and other beliefs. She is disturbed on many levels and has become fearful of attending and feels that they must be stopped.

Nome explained what she and Shannon have been doing in response: researching their church, networking with other groups who have opposed them, writing and talking with EPD about their options to enforce ordinances and frustration with their actions, and meeting with City staff (Eric Brown, Downtown Manager) to get City support. A police officer has apologized. Letters are being sent to City Council and others. Some new tactics will be tried on May 6th.

Board Educational Moment: Holiday Market Guidebook: Heather Robbins-Hinton: Heather explained some of the details of the process and asked for volunteers. Printing costs have risen but the final costs are not known yet. Meetings will be posted in the coming weeks.

Agenda Approval: Add to New Business: Task Force for Fee Increases for 2024.

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

Minutes Approval: Minutes of April 5, 2023. No changes.

***Motion: Approve the minutes (Vince/Sarah) 8-0-0

Administrative Report: Shannon reported that the Fire Marshal will return to reinspect the Food Court in May. New Food Booths: The Mac (Grand opening this weekend), The Bold Flavor. Returning Food Booths: The Whole Enchilada (new owner), Tia Maria Pizzeria (formerly Renaissance Pizza- new owner). Construction has begun on 8th Street. We anticipate Mid to late May to be impacted, but we have a plan and are ready to relocate affected Members the Friday before Saturday.

Protestors: Wellspring Church- we have an initial strategy to combat, but we are working on a long-term plan (legal) to oust them from the Market for good.

Added the porta-potties back to Park Blocks. We revisit the addition after July. Office Staff and Site Crew attended CPR/1st Aid training on Friday April 28th, 2023. The team is now ALL certified! We are now upgrading our First Aid kits and looking at obtaining an AED machine.

Tuesday Markets began May 2nd, 2023.

Assistant Manager/Site Crew positions available. Assistant Manager closing date is May 12th, we already have a couple good candidates. I will be interviewing site crew applicants this week. Employee

Evaluations: Dave is still working on Site crew evaluations and Mallory evaluated Silver Lee-Hutson post probation period, 3-3-23. Updated Job descriptions are almost complete for approval. Work on cleaning up the chart of accounts is ongoing. Still working on collecting back owings and setting up payment plans for those wanting to return to Saturday Market with past balances. Shannon has a list of past members that she believes have no intention on returning nor paying off their bills and is looking for an action plan regarding these members. Ideas are sought for strategies to get them to pay. This will be considered by Board members and be put on the agenda for the next meeting.

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

Advertising Report: Renee shared the stats (still increasing). Opening Day got good coverage from local TV stations. Donations are still needed for the Mothers' Day Giveaway. A generic gift certificate form will be available.

The Best of Campus event was not quite what was expected but lessons were learned and there is still enthusiasm for promoting SM at similar events. Some participants would like more pop-up type opportunities.

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

Treasurer's Report: Cortney finally got to put together a real report of trends and current status after comparing actual expenses and income to those projected in the budget. Because of logistics like payroll going into March (April 1 was on a Saturday so payroll was the day before) March looked over budget in expenses and April looked over budget in income, but once things were adjusted to fit, there was just a small surplus in April. Nothing seems to be financially concerning as the season launches.

***Motion: Approve the Treasurer's report (Heather/Sarah) 8-0-0

Committee and Task Force Reports: Food Court Committee: Barbara was working so Shannon gave the report. Barbara and Haven will be co-chairs. The food booths met April 12th where Shannon went over the Fire Marshal's report to make sure everyone knew what they had to do to comply with changes by 2024. Sara's Tamales went on LOA for the season and Whole Enchilada completed a Sale of Business. There were electrical issues on the first day due to ants. Construction plans were discussed. Renee outlined a schedule of special events in the Food Court and requested that specials be sent to her so she can promote them on Fridays. An Earth Day rally filled the Food Court. The durables program won't get re-started this season but all are working toward resuming it and the recycling/composting program. New signs will be needed for the water and drain areas. Some moves are planned to reduce congestion from lines during busy times.

***Motion: Accept the Food Court Committee report (Heather/Vince) 8-0-0

Holiday Market Committee: Mary reported on the past two meetings, in February and March, as minutes were available. Mary and Gayle Wyant will be the co-chairs. They've been working on tasks according to the yearly work plan. Beginning of year till June committee works on time sensitive topics (HM dates, hours, budget) so the board has time to approve recommendations and give to staff in time for June/July HM info, mailing and start booking for HM. After July committee works on marketing, entertainment, decorating, signage, elf game. Dates have been set at Nov. 18-19, Nov. 24-26, Dec. 2-3, Dec. 9-10, Dec. 16-17, Dec. 22,23,24 (Friday, Saturday, Sunday) for 14 days total. The hours will remain 10-6. Tasks such as a survey, organizing totes of supplies and decorations, and taking minutes were listed. Space equity has been a problem as some people got 8x10 booths without paying

additional fees for them, and other found space has not been shared equally for all members. Some people are not following rules and need consequences. Storage is a problem that needs some attention. Perhaps people would pay for storage.
Next meeting May 24th.

***Motion: Approve the Holiday Market Committee report (Heather/Vince) 8-0-0

***Motion: Approve the HM Committee minutes from Feb. and March (Heather/Sarah) 8-0-0

Standards Committee: Candice gave the report from the April meeting. Items were added to the Work Plan for the next few months. Teddi Wheeler gave an extensive history of knitting and various “knitting machines.” They made some slight changes to the standards for feathers, pottery, and services. They will research and discuss Hawking at the May meeting. July will include a discussion of Merch sales.

***Motion: Accept the Standards Committee report (Heather/Vince) 8-0-0

Downtown Developments Task Force: Diane reported that there was some news that a construction firm was contracted and will soon be available for meetings on site. The project will begin in May but no construction will happen on Saturdays. There will be no loading from 8th so everyone will be affected as we squeeze our load-in options and adjust. Plans are in place for relocating affected booths and other workarounds and we hope to be flexible with solutions as needed. The section from Willamette to Pearl will be done this summer, and one lane of 8th will be open throughout the project. Info will be dispersed on Friday about what to expect on Saturdays. Work on the street has begun but not the sidewalks yet.

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

Old Business: Board Retreat Ideas: Deferred until after June.

New Business: November Dates: Last season the second Saturday Market in November was canceled to allow staff to work on getting Holiday Market set up. All staff reported the time was well used and helped them avoid stress and get everything completed on time. They’d like to do this again this season.

There was discussion on other options, such as canceling both markets in November, and points were made in support and opposition. More volunteers would help some, but there are never enough volunteers. Some members depend on the income every week and this is a hardship on them, as well as confusing for the community. A straw poll showed that 12 of 16 people present preferred to close that day, and 2 preferred to be open.

***Motion: Remain open on the first week of November and then close for the season in 2023 (Heather/Maia) 5-0-3 (Bekah, Damian, Sarah)

Wellsprings Church’s Effects on Saturday Market: Research has been done on the group, their stated mission, and legal options to prevent them from disrupting the Market. They’ve been coming every other week and announce it on the internet. This Saturday a plan is to put up a 4x4 in some of the space, as well as history boards and other barriers. They do not have permits and can’t use amplification. They don’t qualify for a DAZ permit, and our space isn’t in the DAZ zone anyway. EPD policy is to try not to interfere in Free Speech protest efforts. Some of what they are doing is hate

speech, not free speech. One of the EPD officers has apologized for making assumptions about our members and staff and being rude to them. The City attorney is being consulted. This week recordings will be made to document any violations of ordinances or assaults or harassment. Members should be encouraged to not engage emotionally and to remain calm. Management will handle it and members should try to keep the event as normal as possible.

Fee Increase Task Force: Nome, Heather, Cortney and Sonia will work on it.

***Motion: Adjourn (Sarah/Damian) 8-0-0