

Attendance: In office: Nome May, Bekah Zeimetz, Candice Westberg, Maia Bowers, Gary Spetzler, Julia Garretson On zoom: Heather Robbins-Hinton, Sarah Bast, Jennifer Hoberg

Staff: In office: Shannon Lee-Hutson, Sonia Ostendorf, Renee Thompson Recorder: Diane McWhorter  
On zoom: Spaz

Other Participants: In office: Joy Sisto, Richard Harnsongkram, Sarah Marie Jones, Dara Robertson, Doug Robertson, Anna Lawrence On zoom: Teresa Pitzer, Denise Gosar, Willy Gibboney, Vince LaRochelle, Craig Butler, Jonah Martinelli, Michelle Kitchens

Introductions and Announcements: Diane announced the Jell-O Art Show, which will be March 23<sup>rd</sup>, from 5-8 pm at MKAC. Willy is looking for someone to volunteer to translate Market membership forms into Spanish.

Pressing Member Concerns: Jessie Gustafson: Jessie requested a refund of the charges for her use of extra space behind her booth at Holiday Market. She had initially agreed to pay for it.

\*\*\*Motion: Refund the \$100 to Jessie Gustafson (Candice/Maia) 0-7-0

Agenda Review: No changes except an amendment to the HM report.

\*\*\*Motion: Approve the agenda (Candice/Maia) 8-0-0

Board Educational Moment: Archives: Diane McWhorter spoke about the great value of the SM archives and how much we can learn from them. Staff has saved so much over the decades. She has been organizing them for about seven years, and encouraged the organization to invest in storing them properly. Eric Gustafson archived the photographs and many still need to be identified. She received a grant of \$2000 in 2019 to buy notebooks and make the history boards we use at Market. She also archived Farmers Market and the downtown development processes.

Approval of Minutes: No changes

\*\*\*Motion: Approve the minutes from February 7, 2024 (Maia/Gary) 6-0-2 (Julia, Jennifer)

Administrative Report: Shannon reported that she reinvested a CD that matured, which had earned over \$400 in interest. Bike racks will be installed in several locations around the Park Blocks, mostly across Park streets, increasing the bike parking significantly.

The Fire Marshal will be managing the Wayne Morse Plaza permit system, which will be separate from the regular DAZ permit system. Saturday Market has no part in the decision-making so if you hear from people who blame the Market, let staff know, or let them know to go to the Fire Marshal.

The Translation Project is seeking volunteers to translate welcoming and registration documents into Spanish for greater accessibility.

The new map is online. All of the parking meters will be removed and parking will be paid for at a kiosk located on the east block.

Park Streets were paved and Oak St. will be paved soon. All construction is supposed to be finished before April 6<sup>th</sup> but that is weather-dependent.

Assistant Manager position is close to being filled.

Site Crew is working on equipment and some new fencing for the sidewalks next to the swales.

Going to schedule the Mock set up day/ map marking on Saturday March 30<sup>th</sup>, 2024. Season 2024 Staff meeting scheduled for March 28<sup>th</sup>, 2024 at 4:00pm.

55<sup>th</sup> Saturday Market Season opens April 6<sup>th</sup>, 2024

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

Advertising Report: Renee showed locations of digital billboards that have been rented for 3 4-week periods throughout the season. She will attempt to track which location works the best to bring in customers and use that for HM advertising. Ads appear in rotation with others and show for 6-8 seconds to catch the eye of passing drivers. She also showed two proposals for Opening Day posters and one was chosen by a straw vote. There was no written report.

\*\*\*Motion: Approve the Advertising report. So moved (Maia/Bekah) 8-0-0

Treasurer's Report: Heather reported on some of the work the Budget Committee has been doing but didn't have a monthly report prepared yet.

She reported that the BC passed motions accepting the Advertising Budget and Sustainability cost proposals.

Old Business: Park Blocks Maps: Sonia asked everyone to make detailed notes of the features near their spaces so she can get them into the map and make it more accurate and informative.

Handbooks: Market Standards and Craft Specific Guidelines: members went over the highlighted changes and some slight adjustments to the wording.

\*\*\*Motion: Accept the Market Standards and Craft Specific Guidelines for 2024 (Candice/Sarah) 7-0-1 (Jennifer)

Member Information Handbook: A few typos were pointed out. There is an updated language piece for unpaid fees which will be inserted.

\*\*\*Motion: Accept the Member Handbook (Gary/Maia) 7-0-1 (Jennifer)

Educational Outreach: Gary outlined his proposal for opening opportunities for classes and workshops for and taught by Market members and the greater community. He is ready to get something started. He is willing to head up a task force and Vince, Sarah and Jennifer are willing to work on it with him. Shannon will be staff liaison. The City wants to revitalize their storefront program using vacant buildings downtown so may have some good space for it.

\*\*\*Motion: Appoint a Task Force for Space to Create. So moved. (Bekah/Maia) 8-0-0

Committee Reports: Budget Committee: covered in Treasurer's reported

Food Court Committee: Co-Chair Richard Harnsongkram summarized the issues brought up and surrounding the February 28<sup>th</sup> meeting. The Fire Marshal mandated that the fryers in Blazing Chef have to be 5 feet from people or anything flammable, like adjacent booths. The current map has service aisles but not a wide enough one there. The Committee presented several options. Option One moved the booth four feet south to accommodate it. That would require some movement of craft booths and they presented several options for that. The simplest version shifted 318 slightly to the west, and Sarah, who reserves 318, was amenable to that.

Another option is to have Blazing Chef exchange spaces with F3, which is Bold Flavor, a plan approved by the Fire Marshal. Johnny from that booth has agreed to the move. Jonah and Michelle, who will be managing Blazing Chef while Haven is out of town, are reluctant to move and outlined their reasons. Their set-up and equipment rely on having access from the back and they would be up against a wall in F3. It's their first year managing without Haven and they have a lot to learn already.

The members discussed the options and a way forward without a lot of agreement. Concerns were that the area next to F7 is already congested and filled with people viewing the entertainment at most times. Moving the recycling station there is a smaller problem but a new place would have to be found. Moving booths is never ideal but ten were moved from the construction and this situation is also not controlled by staff, but by the Fire Marshal. The permit for the whole event has to be negotiated each season and this is preventing it from being signed, so has to be solved immediately.

After a straw poll of Board members, it was determined that more people would approve the switch in booths than would approve the expansion of the food court footprint.

\*\*\*Motion: Approve the map that switches the two food booths for one year (Maia/Heather)  
Withdrawn

\*\*\*Motion: Approve the map that switches the two food booths for a one-year trial (Maia/Heather)  
4-1-3

As the motion was not widely supported, more discussion led to a second motion.

\*\*\*Motion: Pending Fire Marshal approval, try Option One for a one-year trial. So moved.  
(Maia/Heather) 6-0-2

Sarah Marie will correct the map to show the option more clearly and send it to Shannon who will meet with the Fire Marshal tomorrow.

Holiday Market Committee: Dara spoke briefly about the report from the February 23<sup>rd</sup> meeting. She and Doug were approved as Co-Chairs and the Work Plan was approved. They shared details of the debrief meeting and explored the suggestion that the Evergreen stage be an acoustic stage with larger acts scheduled for the HH stage. Some acts could be booked at both stages so members could enjoy them. There was a suggestion to re-map Evergreen Hall, and another to reconsider the dates of the 2024 Holiday Market.

They submitted the Debrief minutes for approval.

\*\*\*Motion: Approve the Holiday Market Debrief minutes (Maia/Sarah) 8-0-0

Personnel Committee: Nome reported that the committee met with the candidates for the Assistant Manager position.

Standards Committee: Anna reported on the February 21<sup>st</sup> meeting. They will be focusing on the use of LASER/ CNC/ Plasma cutters and other computer and digital technology. They agreed that a resume from prospective committee members would be beneficial to the committee to cover different areas of artistic knowledge. They discussed ways to deal with concerns regarding new members, perhaps placing new members on a one-year probation to increase the tools available to deal with members who don't cooperate about adhering to the guidelines.

They crafted a statement for the handbook "Who May Sell" section, stating: "Saturday Market promotes artisan growth, and as an entry level market, we value the maker is the seller...in this light, once a business has become large enough to hire employees, that business has outgrown our market." Suggestions from the Board included using a word other than "probation" for new members, for tone, and consider adding clarification to the employee language to make it clear that it is for craft booths, that the employees be used "in the making of the product" and know that there are family members who get paid by the artisan.

Minutes of January 24<sup>th</sup> were already reported on.

\*\*\*Motion: Accept the Standards Committee minutes from January 24<sup>th</sup> . So moved (Maia/Candice) 8-0-0

Sustainability Committee: Julia reported that forks and composting will be back! They have a compost hauler and will take utensils for a pre-market cleaning March 21<sup>st</sup>. Their minutes were from the February 14<sup>th</sup> meeting.

\*\*\*Motion: Accept the Sustainability minutes. So moved. (Maia/Candice) 8-0-0

New Business: Gift Certificates: They can currently be bought by credit card and redeemed for cash, so the Market incurs 2.5 % in costs when that happens. The staff will look for solutions, and are considering selling them for cash or check only. They also don't have an expiration date.

None deferred all non-essential New Business items to the April meeting due to running past the ending time of the meeting.

Assistance for members affected by covering removal: Most of the members who sell under the concrete coverings do not use popups (sometimes they don't fit) so there is concern about how they will adapt to the loss of their sun and rain protection. There was discussion about helping with borrowing or purchasing some popups but one of the affected members does not think that will help the members she has spoken with. A popup would not provide the amount of coverage for rain or shade that the concrete does, and some members can't fit them into their vehicle loads. Assistance will be offered on a case-by-case basis as they decide whether to relocate, bring shelters, or propose other solutions. They have all been notified of the coming change, which is supposed to happen before April.

\*\*\*Motion: Adjourn (Candice/Bekah) 8-0-0 about 7:45 pm

Executive Session: The Board discussed a personnel issue. One motion was made:

\*\*\*Motion: The Board directs the GM to seek mediation with certain individual members (Maia.Candice) 8-0-0

\*\*\*Motion: Adjourn (Julia/ ) 8-0-0