

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

Staff: Shannon Lee-Hutson, Sonia Ostenburg, Renee Thompson, Veronica Gutierrez

Other Participants: In the room: Sara Samano-Berg, Mariana Tamayo, Teresa Hernandez, Doug Richardson, Dani Marks-Fife Ito, Anna Lawrence, Ken Willis

On zoom: Teresa Pitzer, Craig Butler

Recorder: Diane McWhorter

Introductions and Announcements: Everyone introduced themselves. The minutes-taking and transcribing job is open. It is a paid contract position. See Shannon or Diane if interested.

Seat New Board Members:

\*\*\*Motion: Seat new Board members Doug Robertson, Dani Marks-Fife Ito, and Maia Bowers (Gary/Maia) 6-0-0

Pressing Member Concerns: Sara Samano-Berg is selling her business, Sara's Tamales, to Mariana Tamayo and Teresa Hernandez who will be co-owners. They have filed all of the proper paperwork with the Market and have experience working in the booth and other Market food booths and are planning for a smooth transition.

\*\*\*Motion: Accept the Sale of Business of Sara's Tamales (Maia/Dani) 6-0-0

Agenda Review and Approval: The committee reports will be moved to before Old Business.

\*\*\*Motion: Approve the agenda (Maia/Doug) 6-0-0

Approval of Minutes: Correction to add Anna Lawrence to those attending.

\*\*\*Motion: Approve the amended minutes (Gary/Maia) 6-0-0

Treasurer's Report: Heather reported on the May P&L as found in the Board packet. There were three pay periods in May due to the calendar so expenses are higher than they would have been. Insurance costs went up. Booth fees in May were higher than in April.

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

Administrative Report: There are more than 514 current members. Two-way traffic is official on 8<sup>th</sup> Avenue. A new CD was purchased at 4.975 % interest. There will be two new water stations on the Park Blocks beginning 7-6-24. BRING Certification for the office was granted, and work is being done to certify the outdoor event as well. Looking for volunteers to work on a campaign to counter the Wellsprings activities at our event.

Postcards for HM went out 6/25/24. There is a 5% increase applied to all booths, which are now priced by the square foot. A Town Hall to discuss HM 2025 changes will be held at the Farmers Pavilion on 8/29/24 from 4:30 to 6:30 pm.

August 3<sup>rd</sup> will be the Sustainability Rocks! Block Party at 8<sup>th</sup> and Oak. Please check in with Sonia about reserving early and participating.

Shannon will be on vacation at the end of July, missing one Saturday, July 20<sup>th</sup>.  
A new billboard will appear mid-August.

Event map and Contact List for Board, Committees and Staff included in packet.

\*\*\*Motion: Approve the Administrative report (Doug/Maia) 7-0-0

Advertising Report: Renee did not have a written report due to the moving of the internet server to one who will be able to better handle the website requirements. The Guidebook Team met and chose one of the 8 submissions for the poster/guidebook cover, from Heather Sterling-Minder. She showed a preliminary sketch.

Renee will be working remotely on Tuesdays but appointments with her can be made Wed-Fri. Planning for OCF and the Block Party is ongoing.

\*\*\*Motion: Approve the Advertising report (Julia/Gary) 7-0-0

Committee Reports: Budget Committee: They met by email June 14<sup>th</sup> to authorize a CD purchase. They also met in person on May 2<sup>nd</sup> for a quarterly review and made recommendations that Gift Certificates have no cash value for customer redemption, and for options for Holiday Market fee increases (discussed at the June Board meeting.)

\*\*\*Motion: Approve the 6-14-24 Budget Committee minutes (Maia/Doug) 7-0-0

\*\*\*Motion: Approve the minutes from May 2, 2024 (Dani/Maia) 7-0-0

Holiday Market Committee: Doug gave the report from the June 28<sup>th</sup> meeting. They've scheduled a Town Hall to discuss plans for 2025. There will not be a zoom but there should be plenty of parking around the Farmers Pavilion. The Committee is not planning to discuss changing the hours of Holiday Market.

The minutes from May 23<sup>rd</sup> included more detail about the items reported on at the June Board meeting: registration dates, advertising plans, entertainment, and mapping.

\*\*\*Motion: Approve the Holiday Market Committee minutes of 5-31-24 (Maia/Doug) 7-0-0

Food Court Committee: No representative was present to report on a June meeting. The May 22 minutes showed discussions of the new tent, durables forms, the committee time slot, Food Handler's cards, 8x12 booth footprints, and changes for 2025.

\*\*\*Motion: Approve the minutes of the May 22,2024 meeting (Julia/Gary) 7-0-0

Personnel Committee: Nome reported that the committee met on June 10<sup>th</sup> to discuss the raise in the Oregon minimum wage and sent a recommendation to the Budget Committee.

\*\*\*Motion: Accept the minutes of the Personnel Committee meeting (Doug/Maia) 7-0-0

Standards Committee: Anna reported on the June 19<sup>th</sup> meeting. There will not be more SM orientations after July 17<sup>th</sup> as they will be switched to HM orientations. They are looking for new members especially those with expertise in tinctures and ingestibles and CNC, Laser and digital art. They'll be discussing upcycled and recycled art in July. They've been working on addressing members who use employees in making their products. They are reviewing a new Food Court Handbook.

The May meeting minutes were referred to a closed session for discussion.

Sustainability Committee: Julia reported on the May meetings. They've been planning for the August 3<sup>rd</sup> Block Party and monitoring the durables and composting projects. They will work on newsletter articles, as well as activities for the Block Party.

\*\*\*Motion: Accept the minutes of the Sustainability Committee for 5-8-2024 (Gary/Jennifer) 7-0-0

Old Business: Board Education Moments:

August: Perceptions Part Two: Maia

September: Articles of Incorporation: Doug

October: Review Rules for Addressing Member Concerns: Candice

November: Duty of Care: Nome

January: Overview of the Volunteer Program: Willy and Kevin

4x4 Reserves: deferred

Video Policy: deferred

Food Handler's Cards: deferred

Extreme Weather Proposal: Sonia proposed renting unoccupied spaces to attending members on days of low attendance due to heat or rain. They would pay an extra \$15 to occupy an adjacent space to provide shade or rain protection. They would probably need to stand in line in point order for the extra space.

\*\*\*Motion: Roll out the extreme weather program on a trial basis (Candice/Jennifer) 7-0-0

New Business: Rebate for 7<sup>th</sup> Block of HM: This would be a rebate of the "corner tax" for the 7<sup>th</sup> block for all those doing the whole show. The idea did not gain enough traction for a motion.

Volunteer of the Month: Nominations included Willy Gibboney for translations, Standards, and the Volunteer program, and David Winship for his work on the Budget Committee and database.

\*\*\*Motion: Make David Winship Volunteer of the Month for July, and Willy Gibboney for August (Maia/Gary) 6-0-1(Candice)

Meeting Evaluation/Final Round: Diane as Secretary objected to so many motions being stated by the chair and only echoed by the Board members instead of them making their own motions in their own words. It's not proper procedure even though it saves time.

More people need to put number signs on their booths. Laminated ones with the logo are available at the Info Booth.

There was a request to put 2025 HM hours back on the Board agenda.

Get those Guidebook forms in!

\*\*\*Motion: Adjourn (Maia/Julia) 7-0-0 6:24 pm

A closed session was held to discuss two confidential member issues. One motion was made:

\*\*\*Motion: Approve the Standards Committee minutes with the removal of two motions (Doug/Gary) 7-0-0

\*\*\*Motion: End the closed session (Gary/Maia) 7-0-0 6:58 pm