

Saturday Market Board of Directors Meeting Minutes

September 4th, 2024, 5:15 - 7:15

Attendance: In the room: Nome May, (Chair), Dani Marks-Fife Ito, Candice Westberg, Bekah Zeimetz (Vice Chair), Doug Robertson.

Zoom: Julia Garretson, Heather Robbins -Hinton, Jennifer Hobart,

Absent: Gary Spetzler, Maia Bower (Arrived part way through meeting).

Staff: Shannon Lee-Hutson- GM, Veronica Gutierrez- AM, Sonia Ostendorf- Membership Services.

Guests: Ken Willis, Craig Butler, Shellana Moeller, Jessie Gustafson, Jaccyln Korv

Note Taker: Anna Lawrence

Introductions and Announcements:

Introductions from around the room and then on Zoom.

- Announcements- Nome May announced that we need a new Board Secretary and minute taker. Handout with descriptions. The latter would be paid \$14.75 per hour.
- Nome also would like a mentor for the Board Chair position as her reign is up in December. Chair doesn't need to be a board member. Nome can still sit in as Board Chair in the future.
- Gary Spetzler has missed 3 meetings in a row and Nome would like to receive a letter of resignation.
- Board elections are in 3 months. Nome terms off, Julia and Jennifer can re-up for the next 18 months. Three positions are open to new people.
- Nome will be absent from the Oct. 2, 2024 BOD and vice-chair Bekah will be the chair for that meeting.
- The Board Education Minute schedule:
October- Nome will speak to what it means to be a Board Chair;
November- Doug will speak on Articles of Incorporation.

Pressing Member Concerns:

- Julia read a letter speaking of our market being a market of consensus, which how SM makes decisions. Julia is in her third term as a Board member. She volunteers and with consensus that is how the SM stays wonderful. She hears regularly from members, volunteers and board members that complain that they "don't feel they are being heard. They don't feel anyone listens and if they are volunteering that roles changes for them..." Julia fears there's been a breakdown in coming to consensus. "Are we not listening? Are there closed-door decisions with too few people. Not listening to the membership can lead to disinterest, apathy and frustration and non-participation."
- Craig Butler spoke to the web site being down since June and how that is affecting On-Line sales. Making better use of the website would help everyone. Diversity, Equity and Inclusion are three elements he considers important. Diversity in our products should

include niche products. Equity in products that are for sale on the web site. The web site would show similar products of new members as well as veteran vendors. Inclusion of products via needed categories for customers to choose from as one product could fit into many categories. Example of a wooden baby rattle was used. Some of those categories would include Home and Garden, Clothes and Fiber Arts, Family and Friends, Religious and Sacred Items, Cards, New members, New Products and Market Merchandise. He showed unique items that fit into niche product categories. Craig also added that there are 2 important metrics to include: the gross merchandise sales of members, the 10% paid to SM and the annual term rates covering 1 year, 3 years, 5 years and forever as a member.

Candice thinks adding key words on the New Product Screening form as well as on the new member form.

Dani inquired about a web site task force or committee and feels that the web site is for tourists.

Doug asked about redoing the web site and with discussion realized the exorbitant cost of such an undertaking without a full time, in-house tech person and a team. Nome contributed that our SM mission is to be present on the Park Blocks first.

Agenda Review/Amend/Approve:

- The Standards Committee Report will be given by Candice not Anna.
- The Holiday Market Report will be given by Doug not Dara
- The Food Court Report will be given by Casey not Richard.

***Motion to Approve Amended Agenda: Julia/Dani 6-0-0**

Reading and Approval of August 7th, 2024 Board Minutes:

***Motion to Approve August 7th minutes: Bekah/Doug 6-0-0**

Treasurer's Report: Heather Robbins-Hinton

In July SM had a significant Net Profit and all expenses within budget. (expand a wee bit more)

A member inquired as to how many credit card purchases are included in the stated line-item income. How many transactions does this represent? The GM did not have that information available and would get back to the member.

Julia appreciates Heather doing such a great job as Treasurer and reporting the Budget.

***Motion to Approve Treasurer's Report, August 22, 2024: Bekah/Julia 6-0-0**

Administrative Report: Shannon Lee-Hutson

- As of the board meeting SM has 585 members.
- The hoses in water stations were changed and now it tastes much better.
- BRING: still working with them on certification regarding sustainability.
- Composting of paper is no longer available through Rexius. Still looking at alternative solutions.
- Renee Thompson, Marketing Manager, is on a leave of absence through November 2024.
- The new Billboard on I-5 south of Beltline is up and running, on east side of I-5.
- The Town Hall was held to introduce 3 new maps for HM 2025 and was attended by 52 members. The HM map for the LEC is still a work in process.
- The HM Poster was presented to the board and is ready to go to the printer. Postcards are on their way thanks to Rachel and Silver.
- The HM 2025 Guidebook is in its 1st proofing.
- Rickie Birran has been scheduled to perform "The Christmas Carol" at HM on Christmas Eve day.
- Wellsprings - SM needs a plan of action. Guest Ken Willis spoke to that subject with an update. The leadership of Wellsprings has changed, and Brian Carver has left to form his own organization called Roseburg Reform Baptist Church. Mason Goodnight is with Brian Carver at the new church. Shane Smith is the new leader at Wellsprings and has a flock of 12-15 members. They are still focused on Planned Parenthood. A new group of women in Roseburg has started a group called The Pepper Shakers who actively are opposed to the Wellsprings group. The Pepper Shakers have not been reachable. The former aggression shown at SM seems to have lessened since the breakup of the church.
- The HM Security Schedule for HM is in the budget and is just less than the needed payment for the Security company. Additional security shifts may need to be added. Proposal for costs of extra shifts has been submitted.
- Julia was glad to hear of the return of the Christmas Carol. She inquired about the 2025 HM plan where LEC will be selling alcohol. She asked if that activity offsets the monies that SM pays LEC to not sell concessions. No was the answer.

***Motion: Approve Administrative Report: Dani/Candice 6-0-0**

Old Business:

Update on the reserve 4x4's by Sonia:

Member Fee Task force members are Sonia and Nome.

To reserve a 4x4 would cost the member \$15/month and \$120/8 months of SM. The weekly cost of a 4x4 would be \$8. There are maybe 6-7 people interested in a reserve 4x4.

Doug feels this is reasonable and affordable. Jennifer felt it should be tried for a year.

***Motion: approve a one-year trial (2025) of reserving 4x4's for \$15.00/month. Doug/Jennifer 5-1-0 (Candice).**

Handout on Meeting recording policy written by Diane McWhorter. In compliance with public meeting laws our written minutes are a public record. "The Board of Directors (BOD) and Committee meetings **may** be recorded, with audio or video. At the beginning of the meetings all attendees must be informed to give consent to recorded meetings. Recordings are the property of the Saturday Market and may be archived, however, the public record is the written minutes, not the recordings. Members who are taking minutes may access the recording to assist them in their tasks. Other members may request permission from the Secretary or General Manager to view or listen to the recordings for specific clarifications, if needed. Saturday Market will not make meeting recordings public at this time..." remove: "although a future Board of Directors may decide to make changes in this policy."

Questions from members that were asked:

What if one person declines at a meeting?

Answer: Then that one person is asked to come back another time. Need to keep BOD and committee issues re: recording separate. Some raised the concern if the audio outlasted the printed minutes and would like to see something about quoting something out of context if the recording is not permitted. Her concerns are with people with bad intentions that could take comments out of context and hurt other members.

Table this discussion until the next board meeting for further ideas and changes.

Committee Reports:

Holiday Market Committee: August 29, 2024: Given by Doug Robertson.

At the last meeting there were 11 members and 8 guests. Sonia reported that HM24 membership bookings are down from 2023. Advertising report will be given next month.

There will be 2 weekends of the Elf Game. There will be 125 prizes each weekend that will include new items to give away. Stickers, magnets, temporary tattoos, and buttons.

Rudi Korv is going to come to the next committee meeting to talk about the lineup for music.

Dress up days are being discussed and will be finalized soon.

There will be a list of helpful hints printed for new members available in October.

Memorial/Art/History Benches- there are plans available and a decorated bench will be at the Info Booth at SM for the remainder of the season.

Entertainment was discussed as Vince LaRochelle works toward having a Drag Show in the lineup. There is still consideration of afternoon entertainment as a draw and the HM committee would like Members and attendees to submit ideas.

The HM committee and site crew will be taking inventory on the decorations in the bat cave on Sept. 20th.

Also, discussion of a new Volunteer task for HM implementing Neighborhood Surveys, in order to attain more information from more members. There will be a Task Force formed to come up with ideas and questions for the In-Person Neighborhood Survey for 2024.

The HM committee wants to review the Volunteer Task book tasks.

There have been 3 new map proposals considered for 2025. After much consideration there will be a meeting to possibly combine ideas to make the final map workable. There is a desire of HM Comm to have a big advertising campaign to showcase the new market layout.

Next meeting is Sept. 27th, 2024, 11:00- 1:00.

Julia asked about clarification of HM hours. Where will HM participants be able to weigh in on this topic? This is where the Neighborhood In-Person survey will be effective during the 2024 HM season. Hopefully this will provide more than 32 responses that is usually tallied on surveys at HM.

***Motion: Accept Holiday Market Comm. meeting minutes- July 26th, 2024. Julia/Jennifer 7-0-0. (Maia arrived late so vote numbers changed at this point).**

Food Court Committee:

Casey Marks-Fife Ito gave the committee report.

Eleven food Court members attended.

Many topics had been tabled throughout the summer due to busy schedules.

A survey of booth size footprints was discussed. The current booth sizes are 8x12. In preparation for the changing market with re-design in the future.

Discussion of the 10x10 market canopy that was placed on the west lawn as a storage place for bins and overflow was discussed.

There was a debrief of the first half of 2024: there are feelings that there is more competition from the Lane County Farmers Market food trucks and food booths. All Food Court members are experiencing a downturn in income this year.

New Business: Spencer from BRING came to the meeting and talked about durables. Rexius is no longer taking any SM paper waste. In 2025 Sustainability and Compostable wares will need to be revisited to find ways for such practices.

Holiday Market Map: There is one more booth this year to fit into FC footprint. Sara's Tamales will be added to the southern bank of booths.

Questions: Will the new park blocks redesign add more booths to the FC? Will the booths be larger?

Next FC meeting: September 25, 2024, 5:15-7:15.

***Motion: Accept FC Meeting Minutes, July 24, 2024. Julia/Dani 7-0-0**

Standards Committee:

Report given by Candice Westberg, Co-Chair.

The August 21st meeting had many Notices of Concern.

The committee also worked on the New Food Court Handbook editing and wordsmithing various items. The work plan covered the topic of Pipes. The committee needs to watch out for pipes that are commercially made in bulk (Temu) as opposed to those pipes hand crafted.

The BOD members are invited to the Standards Committee meetings to gain a greater understanding of the process the committee goes through to continue to keep SM a market of original art, upholding the concept that The Maker is the Seller.

***Motion: Accept Minutes from Standards Committee- July 31st, 2024. Bekah/Dani 7-0-0**

Sustainability Committee:

Julia Garretson gave the August 14, 2024, committee report.

There are 2 new members on Sustainability: Ken Willis (Community Member) and Dani Marks-Ito.

The water refill stations water is tasting better and the hope is this will cut down on single-use, plastic water bottles.

BRING attended the July meeting about expanding the durables program. Recommendations have been made for the future. They said that products made from post-consumer materials are the second-best option, after durable. There is energy being put into expanding the durables program.

The August 3rd Sustainability Rocks Block Party went well overall. Work is being done to determine what worked and what could be improved. Those improvements include better promotion, better load in and load out member cooperation, LCFM participation, more non-profit participation, more bike racks, better seed planting booth, and possibly schedule it on Earth Day.

Next meeting: September 11, 2024, 4:15-5:15 at Market Office.

***Motion: Accept Sustainability Minutes from July 10, 2024- Dani/Julia 7-0-0**

New Business:

Volunteer of the Month: Craig Butler for his tireless participation in making the First Annual Sustainability Rocks Block Party a success. He helped with the Seed Planting Booth providing sustainable newspaper seed starting tubes and other tasks to make the Block Party happen.

***Motion: Approve Craig Butler as Volunteer of the Month- Dani/Julia 8-0-0. (Nome was #8.)**

Meeting Evaluation: Consensus: it was a good, lovely, great, enjoyable meeting.

Next BOD meeting will be October 8th, 5:15-7:15, at the Market Office or on Zoom.

***Motion to Adjourn the meeting:** Bekah/Doug 7-0-0