

Saturday Market Board Minutes December 4th, 2024, 4:15-6:15pm

Attendance: In Office- (Board Members)- Nome May, Bekah Zeimetz, Dani Marks Fife Ito, Maia Bowers, Douglas Robertson, Candice Westberg.

Zoom: (Board Members)- Julia Garretson, Jennifer Hoberg,

Guests: Jessie Gustafson, Willie Gibboney, Craig Butler, Joe Blakeley, Ram Shucart, Allison Guillotis, Richard Harnsongkram, Sarah Marie Jones, Shellana Moller, Kim Allen, Heather Robbins-Hinton, Vince LaRochelle.

Late arrivals: Lisa Todd, Jenna Vannest, Chelsea Garcia

Absent: David Winship

Staff: Shannon Lee- Hutson, Sonia Ostendorf

Notetaker: Anna Lawrence

Introductions and Announcements:

Board Elections will be held December 14 & 15 at the LEC.

Pressing Member Concerns:

Chelsea Garcia- Chelsea Clay Co.- Standards Committee co-chair, Candice Westberg, read her letter to the BOD describing the process we had with Chelsea earlier in the summer. Candice and Anna told her that she could not sell commercial chains only. She could only sell her handmade charms- birthstones that she wrapped in wire, with the simplest of chains. Candice and Anna believe that Chelsea heard that she could sell all her charms and chains which was not the message to her.

Chelsea read a letter to the BOD after several Notices of Concern had been written about her Permanent Jewelry and to address that the Standards Comm denied her the right to sell her jewelry for the remainder of Holiday Market 2024 after she had been granted the right to sell at a new products screening in August. It appeared that there had been a communication breakdown, and Standards had asked her to only sell the simplest chains and only her hand-wrapped birthstones. The BOD vote to give her an

exception to sell through HM 2024 the simplest chains and the birthstones she had wrapped.

Dani spoke to the process Chelsea was using and agreed with Standards not allowing her to sell commercial chains. It is a difficult situation after the investment Chelsea has made to ask her not to sell all that she purchased upon the opening of HM. Chelsea has been selling this jewelry on the Park Blocks since August 16, 2024, as seen on her fb page.

Kim Allen had written a letter to the BOD. After the Standards met Sunday evening in the office with Chelsea she returned to Kim's booth and verbally abused Kim. Kim asked her to return to her booth. Chelsea is of the opinion that she did not verbally attack Kim.

Nome says it is up to the Standards Committee to make the decision and not the BOD. The BOD can only grant an exception.

Anna spoke to the fact that SM is becoming a market of exceptions and we need to be careful how many exceptions we grant as they will significantly change the nature of the market.

Conversation ensued with many questions about the timing of guidelines being set for Chelsea, the possibility of an exception for Chelsea for HM only, other jewelers have tried to get similar jewelry in to market and have been rejected.

Shannon spoke to the issue that Chelsea believes that her jewelry is providing a service, which she is not.

Ram has offered to help Chelsea make her jewelry meet Standards guidelines.

*****Motion: Make an exception allowing Chelsea Garcia to sell her permanent jewelry with simplest chains and handmade charms through HM 2024. Dani/Bekah 6-0-1 (Jennifer)**

Sarah Marie Jones read a letter of grievance regarding the General Manager and other Staff members behavior.

Vince talked about parking issues on the South side of the LEC and would like to use the first rows of the south parking lot alter-abled spaces to be a place where members can place their product until they park their vehicles. Under a pop-up would keep those things out of the rain.

Agenda Review/Amend/Approve: Amend:

- Change the time of the BOD meeting to 4:15pm.
- No reports from Committees: Sustainability, Holiday Market and Standards.
- Add Election Procedure discussion to the top of Old Business.
- Add HM hours survey on annual membership postcards to New Business.

***** Motion: Approve the amended agenda. Bekah/Candice 7-0-0**

Amend/ Approval of Board minutes- Nov. 6th, 2024

- Notetaker to correct BOD names which were misspelled...
- Under Sustainability Report- correction made to say: Elise has found a way to retrieve forks from the LCFM.

*****Motion: Accept amended board minutes from November 6th, 2024 Board Meeting. Bekah/Doug 6-0-1 (Julia)**

Board Education Minute: Doug Robertson

Presented how the SM by-laws are seen in action today.

1. To Promote the public appreciation and advance awareness of local art and artisans. Example: We hold a weekly public market that is free to all. It features artistic products that are sold by the artisan that made them.
2. To promote growth and development of new businesses and successful local artisans. Example: We have multiple members that had to hold a second job when they began selling at SM, and now no longer have to have another job. Other past members have developed their market businesses to where they have employees and no longer qualify for the standards of the SM.
3. To promote and advance arts and sciences. Example: The SM provides a financially accessible entry for new members to sell which allows for artistic experimentation

and discovery. A 4'x4' booth us only \$8 and 10% of sales for a single Saturday.

4. To promote community education and networking. Example: Doug meets new people almost every time he is at the market. He also frequently learns about new art that he's never seen when new members join, or existing members develop new items.
5. To promote the social welfare of the community by encouraging the interaction and cross-cultural exposure of diverse components of the community, including their food and customs, and thereby eliminate prejudice and discrimination based on social class, age, race, gender, sexual orientation, disability and cultural orientation. Example: Doug watches this happen every week in front of his booth. He sees this when houseless people get to see art and chat with the artisans in an open environment that they have comfortable access to and are free to all. SM is a weekly example of an organization that helps to democratize access to art.

Treasurer's Report: Heather Robbins- Hinton

October was uneventful and met with the majority of the expenses laid out in the budget. Our gross profit was higher compared to October 2023 but below budget this year.

The biggest difference between budget and actual was the increase in the rent for Lane Events Center (LEC). The increase was by one extra day and the small annual increase. Between the LEC increase and the lower gross profit we had a small loss for the month of October, which was to be expected but was higher than expected.

*****Motion: To accept the Treasurer's Report. Dani/Doug 7-0-0**

Administrative Report: Shannon Lee-Hutson

- Elf game- 2 weekends were wildly successful.
- Holiday Market started (HM) with 665 members.
- HM opening blocks were a success.
- Office hours for Saturday Market will be limited during HM. Office open 10-4pm Wednesdays and Thursdays. Weekends during HM will be in Membership Services at LEC.
- Family Photo to be taken- 9:30 in Holiday Hall (HH) on 12/1/24

- Annual Meeting: 9:00 on 12/8/24 in HH
- Pottery Smash: 8:30 on 12/15/24 in Food Court. Golden tickets available for Friends and family. Security is in place at doors to check for tickets.
- Board Elections: Dec. 14 & 15. Absentee ballots are available for those members that are not going to be at the market on those days.
- HM24 Billboards: There is one on W. 11th and will run from 11/11-12/8.
- The pilot program for HM 24: 1000 plates per block will be used. More FC vendors participated (5) and there is a dish return station in the Food Court. Sustainable plates and flatware are being reintroduced to the Food Court.
- Entertainment Schedule for HM on both stages has been well received. In Evergreen Hall the music has had a very positive response. There is new equipment and the speaker's placement has changed. There is more volume finessing to be done in Holiday Hall.
- Sorumundi has changed their appearance date to Dec. 22 and the Dress up days are now not aligned with members wearing purple.
- Parking is a challenge again this year. Alter Abled parking is provided upon prior arrangement. These are designated for specific members and are not to be used for unloading/loading for the general membership.
- The Fire Marshall has directed that LEC keep the fire lanes free and clear from traffic, parking, loading/unloading. Fire lanes are indicated by the yellow striped lines painted in front of the access points around the LEC. Although these areas have been used for years by membership for loading/unloading it has been illegal and a misuse of these areas. For the future a new safe and legal load in/out area needs to be designed.
- The Egan warming Center will be active at Wheeler Pavilion again this season from 10pm-8am.

*****Motion: To accept the Administrative Report of Dec. 4, 2024. Bekah/Dani 7-0-0.**

Advertising Report: Not Available

Old Business:

Review Election Procedure Update dated 11/11/24: *Signatures on the ballot or envelope are both accepted.*

#8, last bullet point: reworking the verbiage- *If the Member has used the secrecy envelope,*

be cautious not to look at the ballot and member name as voting is anonymous.

Richard offered that 2 envelopes could be used to assist in the anonymity of the voters.

*****Motion: Accept Election Procedure from 11/11/24 - Maia/Bekah 7-0-0.**

Meeting Recording Policy Review: dated 10/29/24. Change date to 12/4/24.

Edited to read:

- Board of Directors and committee meetings may be recorded by audio or video recordings.
- *At the beginning of the meeting all attendees must be informed that the meeting will be recorded.*
- Recordings are the property of Saturday Market and may be archived. However, the public record is the written minutes, not the recordings.
- Saturday Market will not make the meeting recordings public at this time.
- A minute taker may record a meeting to assist them in their tasks.
- If an individual wishes to make an audio or visual recording for their own use (for example someone with ADA needs), they must have the permission of every meeting participant. If any participant objects, the individual may not record the meeting.

*****Motion: The Secretary has permission to move forward to write a more formal document for the Recording Policy document from 12-4-24. Bekah/Maia 7-0-0**

November Park Blocks (SM only) double points: Shannon Lee-Hutson/Sonia Ostendorf.

Attendance in November at the Park Blocks is very low. SM needs more members to show up in November. Historically, double points for the 2 Saturdays in November were given to those members that showed up to sell. These points were used towards SM Park Block Wishlist and Reserve points. Moving forward these points would be used 2 years later for HM points. SM stopped that practice in 2019 as COVID loomed so members wouldn't have to feel they needed to go to SM even if they were sick.

Nome asked if this is open for discussion and to move this forward to the next BOD meeting January 8th, 2025.

Candice asked if SM will be open until 5:00 again.

Nome May gave the BOD a teaser as to what she was going to say at the Annual Meeting. She felt the most significant thing that the Board did this year was to change the format of the agenda. They moved old business in between the Staff reports and the Committee reports, which gave the Board energy to consider these things between the other 2 entities.

Budget Report: No report

Food Court: No report.

Holiday Market Committee: No Report. Approval of October minutes needed.

*****Motion: To accept HM Committee minutes 10/25/24. Bekah/Doug 7-0-0**

Personnel Committee Minutes: Nome May

The Committee communicated by email and made a motion to modify an employee's status to full-time. The motion was approved unanimously by email.

*****Motion: To approve the Personnel Comm Minutes from 11/6/24 report. Bekah/Dani 6-0-1 (Julia)**

New Business:

Change of Hours- For Holiday Market to ascertain the possibility of new hours it has been suggested that a survey be done on the Spring SM 2025 Annual Membership postcard. It was suggested that the postcard would need to be enlarged to add any new information. There could be options available for the hours survey. For example: No opinion or preference; Yes; No could be used. It has been determined that at least 51% of the membership need to respond for this change to occur.

Dani- Concerned about the size of the postcard and how can we add more information

to existing size. Enlarge the postcard size to a foldable mailing.

Shannon- Some SM members have a reduced membership only doing HM. Would they have a vote.? Discussion moved to next BOD meeting.

Vince: What happened to the face-to-face questioning of HM members during HM? Not considered since the new suggestion around the postcard survey was raised.

In-person survey of such a hot topic seemed to not be a good idea during the selling hours of HM.

This postcard survey is happening due to lack of participation via the weekly survey that used to occur during HM. There was only about 25% participation whereas the HM committee has a goal of 51% participation to be able to make a change. Discussion moved to Old Business for 2025.

HM Work Task Incentives:

Currently the work task is worth \$40. Participation is not great, which puts a burden on the staff. It was suggested that the charge be increased to \$50 or \$60 to garner participation. Also, it might be beneficial to have the sign up for a task be provided on line. Moved to Old Business for BOD in January 2025.

Booth Number Placards:

These placards help customers identify our booths when they are looking for a specific member. We need to get members to participate. When unreserved members get their booth assignment could the Staff fill out the Booth Number Placard for them to use that day and then return them to the Info Booth with envelope at the end of the day. Reserve members can use their booth number repeatedly.

Credit Card Processing:

It was suggested that the Credit Card Processing at SM Park Block season only could be phased out due to lack of participation. Jessie Gustafson said the CC processing is a service, still needed by some members, so why phase it out? There is concern that many of the SM services are being lessened all the time. It provides an income stream for the SM. Allison added that she's learned that customers don't generally like to go to

the info booth as they see it as an inconvenience.

Sonia added that she'd like to encourage vendors to run their own cards as part of their ability to run their small business. WiFi downtown is improved.

Lisa Todd added that maybe this service could be phased out slowly and not immediately. There are many digital alternatives.

Customers seem to prefer that individual members use cards rather than going to the Info Booth.

Member Training: Try to encourage the luddites to start using credit cards to enhance their small businesses. Move to Old Business for BOD January 2025.

Volunteer of the Month:

Nominees are Maia Bowers and Sarah Bast.

Volunteer of the Year: None May

*****Motion: To accept the nominations of Maia Bowers and Sarah Bast as Co-Volunteers of the Month of December. Board Consensus 6-0-0**

*****Motion to Adjourn BOD meeting. Bekah/ Doug 7-0-0**