

Attendance: Paulette Richards, Willy Gibboney, Alex Lanham, Maggie Quinlan, Julia Garretson, Kelly Durian
Outgoing Board Members: Paula Gourley Incoming Board Members: Eli Mazet, Alan Pointer Excused: Maria
Moule Staff: Kimberly Cullen, Kim Still Recorder: Diane McWhorter

Guests: Craig Butler, Colleen Bauman, Kim Allen, Jeff Allen, Terry Church, David Church, Teresa Pitzer, Sheila Pointer, Tym Mazet

Introductions: around the room

Announcements: Kareng Fund Art Bingo, February 7th. Kelly will be gone in Feb. and March; Eli will be gone in Feb. and April.

Procedures: Board Education Books are available in the office to borrow, and can be acquired for free from the Ford Institute for Community Building. Read especially the Facilitators Guide to Group Decision Making, Roberta's Rules of Order, and more.

The Four Agreements: Be impeccable with your word, Don't take anything personally, Don't make assumptions, Always do your best.

Meeting Etiquette: see the posting in the meeting room

Group Process: Seeking Consensus: Everyone brings a piece of the truth. Each person needs a safe and non-judgmental atmosphere to speak and listen to solve problems and make decisions together. Come with your mind open, use divergent thinking to open up all the possibilities, don't get anxious in the middle when it feels unfocused, and then use convergent thinking to get to a group decision. It's group process, not a finished product, and having a vote is almost secondary to the work you do to find out what the group's best thinking is. Emotions come up, it's not always easy and fun, but if people are respectful and listen well, and speak up with dissenting views, good decisions can be made.

Seating New Board Members:

***Motion: Accept the new Board members, Alan, Eli and Paulette (Alex/Julia) All in favor 6-0-0

Officer Elections: Written ballots were used.

Chair: ***Nominate Paulette Richards (Alex/Julia) All in favor 8-0-0

Vice Chair: Willy declined. ***Nominate Kelly Durian (Alex/Julia) All in favor 8-0-0

Secretary: ***Nominate Diane (Alex/Julia) All in favor 8-0-0

Treasurer: Maggie declined for lack of time. She agreed to serve until someone could be found. Qualifications include understanding budgets and financial statements, labor expenses, business management. Board membership is not required for Officer positions.

***Nominate Maggie as Treasurer (Alex/Julia) 7-0-1

Approval of Agenda: Move Pipes to earlier, first in Old Business to accommodate guests.

***Motion: Approve the agenda (Julia/Alex) All in favor 7-0-0

Approval of Minutes:

***Accept the November 4th, 2015 meeting minutes as presented (Alex/Julia) 7-0-0

***Motion: Approve the December 2, 2015 minutes (Julia/Alex) 6-0-1

Pressing Member Issues:

Kim Allen: Kim and Jeff are intending to join the Standards Committee to help work on the scents issue to find the solution that is out there for that problem. Sue Theolass asked her to read a letter saying she had a reaction to soaps at the HM and that the vendor was not in compliance from 30 to 60 feet away from their booth.

A quick history of the soap issue was explained, and it has been sent back to Standards for another look at the policy. There are other products such as candles that have to be part of the solutions for this health and safety issue. Testing pH may be one process to try.

Jude Toler: Jude asked for a waiver of the Leave of Absence policy to retain her HM BHOR in 2016. Looking at the policy, The Board decided that another paragraph needs to be added to link the HM and Park Blocks leaves together. The policy discussion was tabled to the February meeting. Standards may work up a proposal. Members should look at the policy and think about possible loopholes.

***Motion: Approve Jude Toler's request (to retain her BHOR status for the 2016 Holiday Market.) (Willy/Alex) 7-0-0

Linda Anthony Becraft: Linda and her booth partner Jan Bergquist requested a refund of extra payments they felt forced to make to secure a new HM space after a neighbor incident changed their ability to sell in their chosen space.

***Motion: Pay a \$67.50 refund to Linda Anthony Becraft (which will be deducted from her owings) (Julia/Alex) All in favor 7-0-0

Board members were asked to read the letters in the packet in preparation for addressing Code of Conduct issues in February.

Administrative Report: Kimberly reported that Holiday Market went well over all, although there were things to deal with behind the scenes. There was a lot of turnover in staff right before HM which made things difficult but good people were hired. Income exceeded the budget projections, despite openings in the first weekend and a few in later weeks. The HM committee will work on security/sweep issues and research a possible alternative location in case Fairgrounds issues become critical. The timeline for reserving booths may be moved to 2-4 weeks earlier. There is a small Task Force looking at the stock load-out issue.

Kimberly is working on payroll tax requirements (W-2s, 1099s, etc.) the first budget draft, and filling the Administrative Assistant vacancy. She's replacing money in the Stellar Checking Account that was used last season for emergencies and the weight bag purchase.

She will be meeting with the city on several issues and would like volunteers to attend with her. They will be discussing the Willamette to Willamette plan, Kesey Square, Park Blocks and other open space issues, and the Year-round farmers' market proposal. Julia, Willy, Alex, Alan, Eli, Paulette, Colleen and Kelly volunteered to go to meetings. There will be one on Jan. 11th (City Council discussing the Park Blocks), Jan. 21 on the year-round market (has been cancelled) and one on Jan. 20th at noon. Diane will draft a letter to send to the City Council and circulate it by email.

The same developers want to buy Kesey Square. They already want a property line exception for the building, which has a small ground footprint. People should contact their city councilors with opinions about open space and the use of the Park Blocks before Jan. 15th. The contract we run for the city may diminish if activities at Kesey are ended, so we need to plan for flexibility.

She asks that the Personnel Committee meet as soon as possible to discuss the Department of Labor's proposed overtime reform and to amend our sick leave policy. A sustainable staffing plan is needed.

***Motion: Accept the Admin Report (Julia/Kelly) All in favor 7-0-0

Advertising Update: Website is the main project at this time.

***Motion: Accept Kim's report (Julia/Willy) All in favor 7-0-0

Treasurer's Report: Maggie reported that Income is very close to what was budgeted; HM income was up. Expenses are on track and below projections. The fiscal year does not end until March 31st and there are still some purchases and bills to be paid for before then. The net income looks great.

***Motion: Approve the Treasurer's report (Julia/Kelly) All in favor 7-0-0

Committee Reports: Food Court Committee: Colleen reported that they decided that a member could send a representative to the mandatory meeting; they clarified the process for minutes' approval and updated their contact sheet. They met yesterday and discussed the business incubator booth and will report on that in February. She is proud to report that Richard Harnsongkram, Saman's son, is the new co-chair.

***Motion: Accept the Food Court Committee Report (Alan/Willy) All in favor 7-0-0

Standards: no report as the meeting was just held a few hours ago

Holiday Market: Paula reported that two task forces were formed, the surveys were reviewed and the non-profit situation was smooth. The one-time exception for Patterson Pre-School went fine. The Library Foundation almost gave away tote bags but Kimberly asked them to just give coupons.

***Motion: Accept the Holiday Market report (Julia/Alan) All in favor 7-0-0

Old Business: Pipes: There were no issues at Holiday Market; people's fears weren't realized. Many were excited. One member who sold only bonges in a long narrow case had a questionable interpretation of the 2x2 restriction on cases, and some were concerned about it. This was only during the last two blocks of HM. One member would rather put them on a high shelf than in a display case which gets more attention. Some people thought the bonges looked like toys and were attractive to kids.

Because the issue was so controversial, more attention will be needed to revise the guideline and clarify the compromise that will be made. Many think there should be a percentage of pipes offset by a larger percentage of other work that isn't pipes. It shouldn't be a situation where 25% of the booth is rented out to a pipe maker. Putting them in the back of the booth has also been suggested, but some aren't happy with changing the whole booth layout to invite shoppers into the back. Underage buyers didn't seem to be a problem, but does someone have to be 21 to just look, or only to buy. The Board seems overly cautious to some.

***Motion: Send it to Standards (Alex/Willy) All in favor 7-0-0

Code of Conduct: The statement in the handbook is strong but does it work? If it is too strong, punitive measure aren't taken, so people get too many chances in practice. It may be helpful to look at other similar organizations. A Policy and Procedures file would be great (working on it.) The Parking policy uses a set of expectations and penalties, including a written warning, a leave of absence, and the requirement that the member must explain to the Board why they cannot follow the policy. It could be used as a model. Set clear expectations and don't make it so punitive that you are reluctant to use it. A lot can be left up to the GM's discretion.

A Task Force was formed: Alex, Colleen, Paulette, Terry, Maggie

Reserve Attendance : ***Motion: Talk about reserve attendance later (Kelly/Julia) All in favor 7-0-0

Hot Weather Policy: move to the bin

Free Speech Plaza: ***Motion: Move FSP to the bin. (Julia/Alex) All in favor 7-0-0

New Business: LOA Policy (homework) review for revision.

Meeting Evaluation: All the meetings today were really good. Things moved right along. Meeting every month goes well. Good honesty from staff. Good embracing of differences. Good presentation on group process.

Adjourn: 8:00 pm.