

Attendance: Paulette Richards (chair), Willy Gibboney, Paula Gourley, Dave Lee, Alex Lanham, Colleen Bauman, Maggie Quinlan Excused: David Hascall, Anna Lawrence

Staff: Kimberly Cullen, Kim Still

Recorder: Diane McWhorter

Guests: Teresa Pitzer, Alan Pointer, Sheila Pointer, Jeff Allen, Maria Moule, Julia Garretson, Sara Samano, Will Berg, Brian McGinnis

Introductions: Paulette asked Board members and committee chairs to refer to the one of the Four Agreements which spoke to their communication style, or to say what they might like to improve upon in communication style.

Teresa: Don't make assumptions

Maggie: Paying attention

Diane: Do my best

Colleen: Don't things personally

Alex: Do my best

Kimberly: listening

Dave: making assumptions

Paula: impeccable with word

Willy: all of the four

Paulette: listening, being honest and clear

Kim: taking things personally

Brian: taking things personally

Alan: taking things personally

Jeff: do better with words

Maria: doing my best

Julia: listening

Sheila: taking things personally

Will: doing my best

Sara: speaking clearly

Announcements: Brian, Julia, Alan, Maria and Teresa are running for the Board (along with Kelly Durian who attended the Annual Meeting for her meeting requirement.) Thank you to them and an extra thank you to those who are terming off: David Hascall, Anna Lawrence, and Colleen Bauman.

A special and huge thank you to Colleen Bauman for excellent leadership, clear thoughtful service and thorough work. All volunteers are appreciated but her dedication is outstanding.

Pressing Member Issues: Sara Samano and Will Berg spoke about a space issue with her booth in the Food Court and her frustration with finding a solution. The Board listened and suggested that it was an operational issue and that the GM would meet with those involved at the earliest opportunity to work something out that would satisfy all parties.

Jeff Allen spoke about the issue of synthetic fragrances and the respiratory distress he felt was caused by a nearby soap booth. He provided a great amount of internet research on the subject for members to read, which was shared with the Standards Committee for their meeting on June 17, when they will discuss the scents and sounds policy. Jeff was concerned not only for his safety but for the safety of the public when someone is using ingredients which may be toxic or harmful. The Standards Committee will add the concern about synthetic fragrances to their discussion. He requested a ban on synthetic fragrances.

Kimberly spoke to the neighboring member and asked for several adjustments (less display stock, more sidewalls to shield neighbors, and longer curing times for her products) and expects that to make a big difference in the experiences of neighboring members. The other issue, a possible ban on synthetic fragrances, will go through the normal process of going to Standards for research and a recommendation.

Agenda Review: Due to time constraints, the report from the Member Recruitment Task Force was tabled until the next meeting.

***Motion: Accept the agenda as amended (Colleen/Maggie) All in favor 6-0-0

Approval of Minutes: Corrections to the minutes of May 6: Top of second page: insert "the location" in place of "it" in the phrase "two info staff people found it successfully". Middle of page 2: change "identity" to "identify." Page 3: insert the word "originally" in the sentence "The ban on paraphernalia was *originally* instituted by a vote of the membership..." Middle of page 3: insert the word "time" into the sentence "...the budgeted time is being exceeded and that limiting comments of budgeting *time* more accurately..."

***Motion: Accept the minutes as amended (Alex/Dave) All in favor 6-0-0

Administrative Report: There are 430 members: 56 new and 374 returning members. There were 245 members selling on May 30.

Free Speech Plaza: The County purchased and put up new fences on the Courthouse Plaza. The EPD found the most criminal activity in the area that has been fenced off (the upper plaza) and the tactics of using cameras and personnel watching from windows were successful in arresting or scaring off those who were responsible for the activities. Kimberly's inquiries on the process of pursuing criminal action on shoplifters indicated that the time involved for the member could be minimal as most cases do not go to trial. Upon arrest of the shoplifter the property is often recovered and the shoplifter held accountable, which is the desired outcome of the arrest, so the EPD does feel that the process is well worth the member's time and effort. Not prosecuting sends a message that the organization is not sufficiently serious about solving the problem. There has been an increased police presence on the Plaza and in the Market.

Dogs are an ongoing problem but it won't be possible to put signs prohibiting dogs on the FSP. New signs at LCFM are at eye level and seem to be effective. Security has been asked to increase their diligence at keeping dogs out. Kimberly has spoken to the city about a local ordinance change regarding service dogs but no action has been taken so far. Suggestions from the Board included asking site staff to address this, and more signs.

The strolling Farmer's Market member (from 3-5) seems to be working well, though the cart is rather large.

A community member would like to staff a free service, an Empathy booth. He will meet with Kimberly soon to find a good location and discuss details. He won't be giving advice, just listening.

The digital sign at the Fairgrounds is being repaired.

Issues and complaints dealt with recently: scent; name-calling; space/territorial disputes; 4x4 issues; a urine smell; products/standards issues; defacing and damage to stone walls; people under the influence; parking issues; early packing; traffic blocking at the end of the day.

Members have requested more security support at the end of the day in the southwest corner of the Market. EPD officers may walk through and are aware of that time of day when the park use changes.

Neighbors will continue to watch out for each other.

There is a member request for an extra vacation month.

***Motion: Grant the extra vacation month for Maia. (Alex/Colleen) All in favor 6-0-0

***Motion: Accept the Admin report. (Alex/Willy) All in favor 6-0-0

Marketing/Advertising Report: Kim reported that the I Spy contest was popular last week (with a cheesecake as a prize) and is growing in popularity. Market members are welcome to play too. The Beautiful Booth of the Month and ad featuring a market member are both in place as usual. Kim's photos of LCFM were used in Lane Monthly. Ads will be increased in late June to reach the Bach Festival and Track Trials attendees. This Saturday will be Cigar Box Guitar Day which will be the first time the stage will be programmed with a theme and a cross-promotion so it ought to be lively and add a new dimension to SM outreach. The summer project will be a new TV ad. The entire website has to be mobile-friendly, which has been an ongoing, challenging project. The food court page is tied to that project. Kim has been posting photos of her lunch each week to show the food variety and is getting customer response.

***Motion: Accept Kim's very short report (Paula/Colleen) All in favor 6-0-0.

Treasurer's Report: Maggie reported that administrative expenses, payroll, computer expenses, and sustainability expenses are down compared to last year, while promotional expenses, administrative income (contributions, bags, etc.), booth fees, and overall Saturday Market income are up over last year.

***Motion: Gleefully accept the Treasurer's Report (Colleen/Alex) All in favor 6-0-0.

Committee Reports: Standards Committee: Teresa reported that the meetings will now start at 5:00 instead of 4:45. She emphasized that comments listed in the minutes are individual opinions and not the consensus of the whole committee. Bryon was granted a leave of absence until he can return to the committee. The committee reviewed a prepackaged product of canned sauerkraut, pickles, etc. Discussion was held in response to a letter from a member asking for stricter guidelines on scented

products. Several solutions were proposed for many products, with a resulting guideline change recommendation:

“The Saturday Market requires your soap be cured a minimum of six weeks.” This would be a sentence added to the existing specific craft guideline for soaps.

The Board made a motion at that time to approve and amend the recommendation.

***Motion: Add an eight-week grace period to the language: **“The Saturday Market requires your soap be cured a minimum of six weeks, effective August 6th, 2015.”** (Colleen/Alex) All in favor 6-0-0.

The preface of the Prepackaged Food guideline was also changed to include the language: **“The Market requires that you be prepared to present the Standards Committee with complete documentation including the appropriate Health Department license for your kitchen, Food Handler’s Card, Proof of Insurance, and product labels that meet State and Federal regulations, when you appear to screen your product.”** This was in response to the great deal of administrative time needed to firm up details if the products were approved without complete documentation, and to provide clear expectations to those wishing to screen products.

Two corrections were made to the minutes, adding an “s” to Food Handler in the second recommendation, and changing the word “essential” to “fragrance” in the discussion of soaps (top of page 3).

***Motion: Accept the Standards report including the recommendations. (Colleen/Dave) All in favor 6-0-0.

Report on Bryon and Spirit: The report today was good. They are not ready to sell but seem to be making progress and looking forward to continued improvement. Colleen shared the story that Diane did some printing for Bryon and did it for free.

Holiday Market Committee: Alan gave the report from the May 13th meeting. Co-chairs were elected (Alan and Paula). They discussed work task policies, with a view toward increasing participation. The preliminary budget discussion was held. The annual project will be decorating the lobby and entrance and many ideas were brainstormed. It was suggested that ATMs be placed inside Holiday Hall to draw people in. Kimberly was asked to question the Fairgrounds about the digital sign and the possibility of decorating the fence.

***Motion: Accept the Holiday Market Committee Report. (Colleen/ Paula) All in favor 6-0-0.

Food Court Committee: Colleen gave the report of the May 26 meeting. They discussed cleaning of the tables right at set-up, and the situation of a food booth employee being injured. Saturday Market requires all members to follow city, state and federal laws while attending Market, which also includes providing Worker’s Compensation insurance for members’ employees (though we haven’t required

proof of this insurance). Kimberly will send an informational letter out to food court members and see what the response is.

They held a long discussion about the vacancy left by Toby's. On the Park Blocks the space is needed for customers and is being well-used to ease congestion during peak hours. At HM another food booth may want to move into it. Commitment will be asked of the newest members of the HM Food Court by July 15. Bringing in a new booth for HM allows only that short time for the owner to make back the large investment needed for startup. Gaining back that investment has caused booths to fail in the past, so filling a vacancy has to be a long and careful process for the success of both the member and the Market. The congestion in the Park Blocks was discussed, as well as a territorial dispute which has arisen.

The Web page still needs improvement and the effort to get the site mobile-friendly has held up the process. They will research renting ATMs to have onsite to avoid sending customers out of the Market to get cash. They are interested in finding out the cost of an upgraded banner/fence along the street.

The Committee recommends changing the absence fee policy for 2016, allowing the first two absences to be free with the \$25 fee assessed on any subsequent absences.

Board discussion centered on filling the vacancy by creating a new opportunity for a small business, with several members in favor. The decision had been made to review the situation at the end of the season due to the many other issues that needed to be attended to at the beginning of this season.

***Motion: Accept the Food Court Committee report and recommendations. (Alex/Paula) All in favor 6-0-0.

Personnel Committee: Paulette reported on the language changes reviewed at their meeting of May 27th. They clarified language in the policies concerning work environment, benefits eligibility, compensation, children's benefits, termination of employment, and misconduct. There will be two vacancies on the Personnel Committee which can be filled after the election.

***Motion: Accept the Personnel Committee Report (Maggie/Paula) All in favor 6-0-0.

Market Street Team: Colleen presented the report. They are recruiting members, and will focus on the project of a promotional booklet with ads bought by Market members. They will research costs and survey member interest. It will be a free booklet given out widely.

***Motion: Accept the report. (Alex/Willy) All in favor 6-0-0

Old Business: Nonprofit Booth Policy: The Standards and HM Committees recommended essentially the same policy changes with the exception of the issue of sales. The Board went over the two recommendations and discussed the issue of sales. A motion to not allow sales was made and withdrawn.

Kimberly was asked to make a recommendation from the administrative perspective. She agreed with most of the committee details, but suggested that sales on the Park Blocks have not been an issue, like

sales at HM were. Prohibiting sales at HM but allowing them on the Park Blocks would be a good compromise. Only handmade items screened by the Standards Committee or the GM could be sold. Drawings involve several problematic issues. Her suggested policy was the following:

Recommendation for clarifications to the Non-Profits Policy

1. Nonprofits may use a Saturday Market or Holiday Market space to accept donations, disseminate information, and inform the public about their organizations. Preference will be given to small local nonprofits, not-for-profit community groups, and local chapters of nonprofits which raise their own funds.
2. These groups may use a 6-foot table and must dedicate a reasonable proportion of their table to the presentation of information and literature.
3. Persons staffing the table are limited to three, at the discretion of the General Manager.
4. On the Park Blocks non-profit groups may sell handmade goods made by the seller(s) to the public. No commercially made items are allowed. These items must pass a screening by members of the Standards Committee at a product screening or by the General Manager prior to sale. One group will be scheduled for each Saturday.
5. At Holiday Market no sales are permitted. Up to three groups will be scheduled per weekend.
6. Any disruption of a positive sales environment for surrounding Saturday/Holiday Market members and the public is not allowed.
7. Orientation and explanation of the expectations for non-profit participation will be given by the General Manager prior to setup.

***Motion: Accept Kimberly's recommendation as she stated it, about blending and having two separate policies, Holiday Market with no sales and the outdoor market allows sales; no drawings at either. (Colleen/Alex) All in favor 6-0-0.

New Business: Rewrite the preamble to the Saturday Market By Laws to include language about sexual orientation. No discussion. This will be on the agenda for the August meeting.

Meeting Evaluation: We work so well together. Paulette worked well at gathering the thoughts and bringing everyone back to the discussion. People's issues should not be discussed further after they leave; they left in good faith that the discussion was complete. Thanks to the candidates for attending. Thanks for allowing input from them. Thanks to Kim!