

Attendance: Giorgi DeCarlo (Chair), Willa Bauman, Eli Mazet, Teresa Pitzer, Julia Garretson, Ritta Dreier, Kate Whitehorse Excused: Jaimee Gentile, Maria Moule

Staff: Kirsten Bolton, Courtney Kauffman

Recorder: Diane McWhorter

Guests: Tym Mazet, David Church, Amanda Finegold, Michael Mann, Bill Goldsmith, Colleen Bauman, Craig Butler

Introductions and Announcements: Secretary's Announcement: In approximately one month, there will be an election. Three positions will be open. One director, Maria Moule, is ending her second term and is ineligible to run again. Two directors, Willa Bauman and Teresa Pitzer, are ending their first terms and are eligible to run again.

General Manager Address: Eliminated due to time considerations.

Pressing Member Concerns: Amanda Finegold requested that she be granted the space #104 which has just opened up for reserving. She pointed out that she has been in a space on the stairs (#144) which is not accessible for wheelchairs, and is dangerous for her customers. People regularly fall on the stairs, often gripping her table or booth to right themselves and sometimes dragging them off the stairs as well. Set-up and take-down of her canopy is difficult due to its impact on neighboring booths. She has endured the inconvenience for at least five years and has felt that she does not want to continue there, if a better space in her preferred location along 8th Street could be granted. Policy is generally offering whatever spaces are open in June for interested members to choose by point order. Full information about other members, other spaces, or point totals was not available. Suggestions included responding to notification of a hazard with a temporary solution, but sticking to the regular policy for open reserve spaces. After Board discussion the following motion was made:

***Motion: Give Amanda space #104 and reconsider what to do with #144. (Teresa/Eli) 3-1 (Willa)-2 (Ritta, Kate)

Discussion of the motion continued until the Question was called;

***Motion: Call the Question (Ritta/Teresa) 6-0-0. Original motion passed.

Staff will review the map and possible adjustments to the use of space #144 and determine best use.

Sue Theolass requested a second vacation month, retroactive for April. She uses November as a vacation month.

***Motion: Grant Sue a second vacation month (Ritta/Julia) 6-0-0

Agenda Approval: Remove the item Street Team Revenue from New Business.

***Motion: Approve the agenda as amended. (Julia/Teresa) 6-0-0

Minutes Approval: Minutes of the previous meeting

***Motion: Approve the Board minutes for April 4, 2018 (Julia/Teresa) 4-0-2 (Ritta, Eli)

Administrative Report: Kirsten requested time off for June 6-June 13. She will miss the Board meeting and the election but the Assistant Manager will be in place.

***Motion: Move to approve (Teresa/Kate) 6-0-0

Staffing: Vanessa Roy was moved to the position of Marketing Assistant, and AJ Jackson will be the Member Services Coordinator (at 30 hours per week.) Vanessa will work Saturdays 11-7, Kirsten will work from 8-5, and AJ will work 6-12 on Saturdays.

City contract: The contract will run for three years with three one-year options to extend. Increases in income were slated for each year.

SM: a new stage tent is in place, the fire inspection was successful, and the April markets happened without major complications. The Census report as of 4-21-18 was attached.

Financials: The 2017-18 fiscal year finished with \$5000 net income. Kirsten requested spending \$3000 on a new frame and skin for the information booth.

Website: Kirsten requested a capital investment of \$10,000 to be spent on upgrading the hardware and software required to add a searchable member directory and new member database. Bids will be brought to the Board before purchases are made. It was suggested that research be done to see if we can get assistance from agencies that serve nonprofits with experts or lower costs. It was also suggested that finding open-source solutions that would use the resources available, as well as creating a shareable product for other markets, would be better than simply paying professionals.

***Motion: Approve a \$10,000 capital investment request for the website to develop a vendor database (Willa/Ritta) Amended to add: including getting a technology audit 4-0-2 (Eli, Julia)

Marketing/PR: previous requests for an Economic Impact Study and PR campaign are rescinded. These seem to not be necessary at this time.

Award: Saturday Market will be winning an award (which can't be announced at this time), which will include two sponsored seats, with the opportunity to purchase others, or a table, at the BRAVA breakfast June 1st. Giorgi will not be able to attend. Members were very interested and wished to purchase a table. Buying a table sends a strong message about our organization and its volunteers.

***Motion: Buy two tickets, send two guests, and others as needed (Teresa/Julia) Rescinded.

***Motion: Name Willa and Kirsten as the Market representatives with Vanessa and Courtney as their guests, and buy a table for Market volunteers so as many as possible can attend. (Willa/Julia) 6-0-0

Kirsten will take nominations for those who can attend, beginning with Board members and officers.

***Motion: Rescind the PR request (Ritta/Julia) 6-0-0

***Motion: Approve the Administrative Report (Ritta/Julia) 6-0-0

Advertising Report: Media statistics were given. A graphic artist was contracted to do the HM poster and Guidebook cover. Vanessa will take over the newsletter. The stage is booked through August, with the children's section of the entertainment moved to 10:00 am. People should adjust their Facebook settings to prioritize Saturday Market postings. Guidebooks will be available May 5th.

***Motion: Accept the Advertising Report (Teresa/Eli) 6-0-0

Treasurer's Report: Tym explained the trends for the Year-end 2017-18. The P&L showed that income was up in all categories, with corresponding increases in spending. The net income goal of \$5000 was met within \$102.

April 2018 showed an increase in membership fees, collections from HM2017, and revenue from craft booths as well as total income. Expenses were lower than projected. Net income is up over budget projections.

***Motion: Accept the Treasurer's Report (Teresa/Ritta) 6-0-0

Committee Reports: Holiday Market Committee: Colleen gave the report of the 4-11 meeting. The monthly workplan was set for the year. A Buskers Policy and information sheet for buskers was drawn up for HM using the Park Blocks policy as a guide, including limits on duration and frequency of appearances. Discussion of options for leaving stock in the building after the first weekend until Thanksgiving weekend were held. This will become part of the contract negotiation process. The HM Budget was reviewed and changes to Holiday Hall were considered. It was suggested that a membership meeting be held to discuss the changes before they become necessary. The Harvest Potluck has become an extra workload for staff instead of a volunteer activity as before, so will be moved to another time, recommended to be at the Annual Meeting in October. Snacks could be supplied instead for those setting up.

***Motion: Approve the new Busker's Policy for Holiday Market (Teresa/Eli) 6-0-0

Some members expressed support for the Harvest Potluck, but acknowledged that it was problematic for staff.

HM Committee is looking for new members. Next Meeting Tuesday May 8, 2-4 pm.

***Motion: Approve the Holiday Market (committee) report (Teresa/Eli) 6-0-0

Street Team: Kirsten read the report from the Street Team: The guidebooks will arrive May 12th (May 5th) and be distributed on site and to Downtown and other locations in Eugene and Springfield. They set a schedule for the production of the HM 2018 Guidebook. Their next project will be a recruitment effort called "This could be you" which will use empty space at the Market to distribute info to potential members. Next meeting 6-14 1-2:30 pm.

Standards Committee: Teresa reported on the 4-18 meeting. One member announced his intention to join, with two others interested. Seventy new members were screened in April and May, and more committee members are still needed. Several members were approved for massage, reiki, face painting, painted bottles and hair braids in full-committee screenings as required. No Notices of Concern were submitted. New Business included discussion on Artwork Reproductions on 3D objects. The following guideline change was recommended:

Original Guideline: Artwork, Reproductions: Commercially manufactured reproductions of the member's original art are permitted if original artwork of the same general classification is simultaneously displayed. Commercially manufactured embroidered patches, even if from original art, are not acceptable.

Changed to add: Reproductions of artwork on 3D objects are not permitted, including but not limited to mugs, cutting boards, or tiles.

***Motion: Approve the Standards Committee recommendations to the changes in guidelines as amended (Julia/Kate) 6-0-0

The Books and Pamphlets guideline was changed as well. Original guideline read: Books and Pamphlets: Commercially published written works are permitted as long as the author is the member and another does not extensively illustrate the work. Authors are encouraged to sign and date each copy of their work sold.

Changed to add: Commercially published illustrated books are permitted, as long as the illustrator is the Member and another does not extensively author the work.

***Motion: Approve the Standards Committee recommendations about rewording commercially published illustrated books guideline. (Willa/Ritta) 6-0-0

Who May Sell / Family Selling guidelines discussion was begun. The committee is in research mode, examining specific interpretations of the existing rules and trying to identify potential concerns. This will be added to the August agenda for more discussion and at a later time, members will be notified to attend to give additional information if necessary. If any changes were recommended, they would come to the Board for discussion as well, with a grace period for compliance with any changes made.

Next meeting May 16.

***Motion: Approve the Standards Committee report (Willa/Kate) 6-0-0

Volunteer Work Group: Colleen reported on the April 25 meeting. Items discussed included a Fall Recruitment Drive, social gatherings, and ways to motivate volunteers. The MVP messages have been successful in communicating with members in the newsletters. Anyone interested should write one and submit it to Kirsten. A volunteer form was reviewed and work begun to adapt it to SM use. Cards as a means of recognition are available to anyone who would like to send a thank-you to volunteers. The Brochure design was reviewed. Some discussion was held about the MVP title and it was re-affirmed. Each volunteer has been asked to recruit three volunteers from those who aren't currently involved. A Dispute Resolution Process was discussed for member issues. It was suggested that the Market look into UO program connections for the "Scholar on Board" where a student serves on the Board for experience with organizations.

The group recommended that the Board honor a Volunteer of the Month rather than focusing on only one throughout the year.

***Motion: Accept the recommendation from the Volunteer Work Group to have a Volunteer of the Month. (Julia/Teresa) 6-0-0

Next meeting May 30th, 3:30 pm.

Founder's Day Task Force: Diane reported on plans for May 12th. The display Boards are at the printer and will be very nice representations of Lotte's life and work, as well as a brief Saturday Market history and her Kalliope Artist Fellowship grant. Everyone is asked to make time to go to the deck for a

look at them. The theme will be flowers around the market and members are encouraged to join in that effort to honor Lotte. Her family is expected to attend and if the weather is good some of the archives will be displayed as well. A short stage presentation may be scheduled.

Old Business: none

New Business: Elections: The Procedure needs updating but will serve for this election if no task force can meet to do it sooner. Tellers will be signed up and the Secretary will supervise the counting of the ballots.

Meeting Evaluation: Good work, could be a little tighter.

***Motion: Adjourn (Teresa/Julia) 6-0-0 7:40 pm