

Attendance: Colleen Bauman (Chair), Teresa Pitzer, Gary Becker, Chuck Roehrich, Ritta Dreier, Tym Mazet, Linda Lamb Excused: Rachell Coe, Anna Lawrence

Staff: Kirsten Bolton, JJ Hendrix, Vanessa Roy, AJ Jackson

Recorder: Diane McWhorter

Guests: David Church

Introductions and Announcements: The Annual Meeting will be held next Wednesday Oct. 9. The City is currently holding an online vote to name three streets in the new Riverfront development, and Lotte is one of the choices. October 22nd is the next public engagement opportunity for the 8th St changes included in the Central Eugene in Motion project.

Secretary's Announcement of Upcoming Election: In approximately two months there will be an election for Board directors. Teresa is terming off and Rachell and Chuck finish their first terms and are eligible to run again. (Announcement was actually given at the end of the meeting but put here for clarity.)

Volunteer of the Month: A Volunteer of the Year will be named at the Annual Meeting.

Pressing Member Issues: Mary Steinberg-Pichey requests a second year of LOA for a family medical crisis. Her point total has been "frozen."

***Motion: Accept her request (Teresa/Tym) 6-0-0

Agenda Review: There will be a substitute Board Educational Minute. No other changes.

***Motion: Accept the agenda as amended (Ritta/Tym) 6-0-0

Minutes Approval:

***Motion: Accept the minutes of September 4 (Teresa/Tym) 6-0-0

Board Educational Minute: Colleen read some suggestions for common courtesy in the Boardroom.

Arrive on time (five minutes early); don't use phones; listen at least twice as much as you talk; don't interrupt speakers; don't distract from the group focus; don't hold side conversations; don't put down the efforts of others; try to understand others' perspectives; stick to the issues, not personalities; no foul language; leave the room clean.

Administrative Report: Kirsten reported on the Sept. 25th meeting with Cameron McCarthy about the final concept. She brought a letter composed by the PB Team for the Board to review, revise, and send to the City Council and Mayor, City Staff, and the Architects teams. It thanks them for a successful public engagement phase and lists the conditions that still stand for our full approval of the project. Those include an uninterrupted selling season in 2021, acknowledgment that moving to a temporary location would be too costly, retention of our map and 8' grid, and commitment to open streets for loading and access. Additionally the letter expressed member concerns about curbside street safety and loading access, timelines, and other details such as location of permanent features.

Some members' spaces will be eliminated in the current design with an enlarged stage moved to the south. The PB Team recommended the following policy change to accommodate those members.

***Motion: If spaces 333-345 are not reserved, reserve them as one-year-only spaces in 2020. (Teresa/?) 6-0-0

The Team recommended a Redesign Task Force be created to engage with members when the time comes to make changes due to impacts unknown at this time. Letters of interest and Board appointment would insure a good balance of representatives for a high rate of success. They would work out policies and procedures and map changes to recommend to the Board and Staff to implement fair treatments for impacted members. Meetings would likely start in February or when a more detailed map is available.

***Motion: The Board will appoint a Redesign Task Force to develop policy and procedures for handling mitigations around the Park Blocks redesign. (Teresa/Ritta) 6-0-0

The Board reviewed and amended the letter to the Mayor, Council, City and Architects' teams. The City Staff is scheduled to present the design concept to the City Council on October 30th.

***Motion: Send the letter as amended to the people listed on the second page (Teresa/Tym) 6-0-0

Holiday Market preparations are on schedule with the final payment to LEC due this week. Everyone is reminded to get their fire extinguishers inspected. Chairs (the old red folding chairs) could be made available to members so they won't use the rented LEC chairs. The Board felt they should be cheap or free or they wouldn't get used. A signout system will be developed and a charge levied if the chairs are not returned. HM is 95.2% sold out. If there are open spaces on the first weekend, there will be efforts to put chairs, the history poster, or other welcoming signs in those spaces. The census was attached.

The Annual Meeting packet will be sent tomorrow. The database has been updated and will be tested for three weeks, Oct. 12th, 19th, and 26th. It will be launched in February for membership renewal.

***Motion: Accept the Administrative report (Teresa/Ritta) 6-0-0

Advertising Update: Vanessa reported that HM postcards are ready for distribution and the posters will be put out soon. New fence banners and elf station banners have been ordered. Twice as many gift tags will be given to Womenspace for packages. The Eugene Library display will be installed on Oct. 27th. The Market-wide Sale will be Oct. 5, Thrill the World Oct. 19th, and Artie the Art Bus on Oct. 26th for Family Fun Day, as well as the Hexenbrut witches. Guidebooks are ahead of schedule. The Elf Game cards are looking great. The HM website is updated except for artisan listings.

***Motion: Accept the Advertising report (Teresa/Tym) 6-0-0

Treasurer's Report: Tym reported on trends from the August 2019 P&L (attached) and financial analysis. Expenses were higher due to the staffing of the second info booth but income was also higher than budgeted for the year so there is still net profit. 4800 forks were purchased in anticipation of increased HM needs.

Committee and Task Force Reports: Holiday Market Committee: Vanessa gave the report on the Sept. 11th meeting. In addition to her progress reports as detailed in the Advertising Update, they decided on prizes for the Elf game: 4 winners of \$25 gift certificates for finding 12 elves. Ornaments will be given

for finding 6 elves. Elves will not be given away this year. Fashion Show participants are not coming forward in the numbers needed so far. Dress Up Days are in planning. Work Task signup is increasing. Volunteers are really needed for cleanup of the Harvest Potluck. Evaluations will be handed out every weekend so that feedback can be timely and adjustments taken when needed. Next meeting October 8th at 3:00 pm.

***Motion: Accept the Holiday Market report (Teresa/Linda) 6-0-0

Standards Committee: Teresa gave the report of the Sept. 18th meeting. CBD guidelines needed adjustment. The fifth bullet point of the guideline was changed as CBD products are still federally illegal. In addition, Lane County does not allow any CBD products to be sold on their property. An added point #8 would be No CBD is allowed to be sold at Holiday Market as per Lane County rules.

Recommendation to the Board to remove #5 (If you CBD product is an ingestible, (taken orally,) you will be required to provide to The Saturday Market a copy of: a commercial kitchen license in your name, proof of liability insurance, and a food handlers card. All guidelines pertaining to prepackaged foods must be met. Change to: "At this time the Eugene Saturday Market does not allow the sale of ingestible/edible hemp CBD products."

***Motion: So moved (Ritta/Tym) 6-0-0

Sustainability Committee: JJ gave the report of the Sept. 24th meeting. The committee will reconvene in February. They are still researching straws, and looking for someone to haul the compost (which is a paid job.) Glass straws have been noticed for sale at the Market. Some committee members observed the use of helium balloons to welcome the new food booth and hoped other types of decoration would be used in the future.

***Motion: Accept the Sustainability Committee report (Teresa/Tym) 6-0-0

Old Business: August 2019 Member Survey Summary Report: As Anna was absent from the meeting, this item was deferred to the next meeting so she could present.

***Motion: Postpone this item until the November meeting (Teresa/Ritta) 6-0-0

Meeting Evaluation/Final Round: Productive. Thanks for the support for the PB Team work. Appreciate being up to date on the project.

***Motion: Adjourn (Ritta/Tym) 6-0-0 7:15 pm