

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

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

Recorder: Diane McWhorter

Guests: David Church, Shannon Lee-Hutson, Janet Rosenberg, Sara Samano, Barbara Graham Adams

Introductions and Announcements: Around the room. Election to be held Dec. 7 & 8, ballots counted Wednesday Dec. 11th at 10 am.

Volunteer of the Month: Esther Reese. A fairly new Market member, Esther has given generously of her time to Co-Chair the HM Committee, help to build up the work task system, and be a regular attendee on the Park Blocks and a very helpful volunteer. Thanks to Esther!

Pressing Member Concerns: Sara Samano brought her concerns about the food court policy of giving 48 hours notice to declare menu item duplication objections. It took some weeks before she discovered that another food booth had a similar drink to hers, a hibiscus-based cold drink. When she asked for it to be addressed, the policy prevented a discussion by staff or the Food Selection Committee as the deadline had passed and they don't work outside of policy. Sara requested an exception to the policy so that her case could be appealed to the Board.

***Motion: Grant an exception to Sara to the 48-hour policy in this issue (Ritta/Anna) 4-2-0

The drinks and selection process were discussed as well as the relevant timelines. The two drinks have common ingredients (hibiscus (jamaica or sorrel, depending on cultural label) and sugar and water) but the flavoring ingredient is mint in her case and ginger in the other case. The Board tasted samples of the two drinks. The object of duplication policies to provide the most variety to the customer as possible.

***Motion: Allow both to sell the drinks (Rachell/Linda) 5-0-1 (Ritta)

Agenda Review: add a short Exec Session to the end of the meeting. Correct the date printed on the agenda for the January 8th meeting (to 2020) on the packet.

***Motion: Accept the agenda as amended (Rachell/Anna) 6-0-0

Approval of Minutes: Minutes of November 6, 2019

***Motion: Accept the Board minutes as presented (Rachell/Linda) 6-0-0

Board Educational Minute: Confidentiality and Closed Meetings: Chuck presented information on the bylaws and practices of holding public meetings except for discussions of personnel. A specific section of Standards Committee meetings can be closed, to discuss artists' products and whether or not they meet the standards. He mentioned that Lotte said that contact with the artists was essential, and open meetings lead to feelings of friendliness and connectedness. Personnel discussions are generally arranged in advance and often include salary information, which is kept private. People's lives can be changed by Board decisions, so it is vitally important to maintain kindness and respect for everyone.

Administrative Report: Kirsten reported that the Park Blocks season was wrapped up, with the crafts' booth income exceeding the budgeted amount. HM 19 is going smoothly, with all inspections passed. A TV commercial for next year will be filmed this Saturday by KEZI. The annual family photo will be taken on Sunday at 9:50 am. The Kareng Fund Pottery Smash will be held Sunday, Dec. 22nd at 8:30 am, and the drawing for the raffle baskets will be December 24th at noon. The Board election will be Dec. 7th and 8th and election results will be tallied on December 11th at 10 am. New Board members will receive orientation before the January 8th meeting. The Park Blocks census was attached.

By request, a quick update was given on the Town Square project. The team and staff attended the Oct. 31st worksession. Park Blocks issues are in a bit of a holding pattern now although the City Council will receive an update on December 9th, focusing on City Hall. The 2021 update showed an emphasis on the Riverfront project as the gathering space for the Fan Festival for Oregon21. The 8th Street redesign is also in process with another public engagement opportunity on January 15th. The survey is still open for the Central Eugene in Motion project.

Budget issues could delay the Town Square project. If members want the team to advocate for any particular budget options (such as fundraising), there could be a discussion. If only the Farmers project went forward, would that be of concern to our members, and if so, what would be the desired response for the team to give to the City teams?

***Motion: Accept the Admin report (Ritta/Rachell) 6-0-0

Advertising Update: Vanessa reported that all the social media statistics keep growing. Opening weekend was well-attended, with good sales reported. KVAL/KMTR did features. The Elf game included 340 cards and 238 ornaments were given out. The guidebooks and stickers are popular. There will be a Nancy's container roundup in the lobby on Sunday the 8th 3-5. Food for Lane County has had to pick up full barrels of donated food. Members agreed that the first weekend was really popular and new members were pleased and eager to book more dates. The Instagram is rocking!

***Motion: Accept Vanessa Roy's Advertising report (Rachell/Linda) 6-0-0

Treasurer's Report: Kirsten gave the report in Tym's absence on the October 2019 financials. Membership revenue was lower than budgeted, due to Holiday Market dates selling out, preventing additional new members from joining. Net income also showed a decrease, mostly due to the added expense of the second information booth, which was not included in the budget when written. Spending was careful to balance that.

It has sometimes been the practice to adjust the budget mid-year to accommodate unexpected events, but it is current policy to just continue with the initial budget to track the trends accurately. If the booth expense is continued next year, it will then be included in the budget projections.

***Motion: Accept the Treasurer's report (Rachell/Gary) 6-0-0

Committee Reports: Budget Committee Report: Kirsten reported on the November 1st meeting. The group reviewed the September and second quarter P&Ls and the Health Insurance plan for 2020. They purchased a new CD with funds from one that had matured. Their next meeting will be Feb. 26th.

***Motion: Accept the Budget Committee report (Rachell/Chuck) 6-0-0

Old Business: none

New Business: none

Meeting Evaluation and Final Round: Although the drinks discussion was difficult, members were pleased with the process and outcomes and felt that their skills were improving. Exceptions to policies may indicate that the policies could benefit from review.

Vanessa and AJ will not be attending the Jan. meeting.

Executive Session: After discussion the Board made the following motion:

***Motion: Provide gift cards and certificates to Kirsten, JJ, Vanessa and AJ (Rachell/Ritta) 6-0-0

Adjourned 7:20 pm