

Attendance: Colleen Bauman, Teresa Pitzer, Rachell Coe, Tym Mazet, Chuck Roehrich, Ritta Dreier, Anna Lawrence, Jaimee Gentile, Giorgi DeCarlo (6:15)

Staff: Kirsten Bolton, JJ Hendrix, Vanessa Roy, AJ Jackson Recorder: Diane McWhorter

Guests: David Church, Gary Becker

Introductions and Announcements: Ritta reported that the annual Food Court Potluck was a very successful meeting of a strong group coordinated in goodwill, with a lot of camaraderie. Board candidate statements are due by May 22nd and absentee ballots will be out on May 25th for the June 8th election. A Special Board Meeting (in place of the retreat) date will be announced. Board members terming off are Jaimee, Giorgi, and Anna. Anna will run again. Thanks to Jaimee and Giorgi!

Pressing Member Concerns: none

Agenda Review: Chuck will do the October Board Educational Minute

***Motion: Approve the agenda (Teresa/Ritta) 7-0-0

Approval of Minutes: Minutes of April 3rd. Correction: Add Anna Lawrence to the attendance at the Exec meeting.

***Motion: Approve the minutes as amended (Ritta/ Rachell) 5-0-2 (Tym, Jaimee)

Volunteer of the Month: Gary Becker, who started in 1970, serves on as the Standards Co-Chair and also on the DTD Task Force. Many thanks to Gary!

Board Educational Minute: Tym spoke about tips for facilitators. They include starting on time, having an established plan with ground rules, and making clear expectations set by the group. Listening and focus are key. Stay on topic and steer back to it when people get distracted but don't engage in power struggles if someone insists on a particular issue that is off-topic. Let them know when the issue could be addressed. Involve everyone with round robin discussions and appreciate everyone's contributions. Remain impartial to help the group achieve the best possible outcome. Evaluate your meeting in order to improve when necessary.

A printed Meeting Evaluation form was distributed. Members are welcome to fill it out. A Board member self-evaluation form was also distributed as a useful tool.

Administrative Report: Kirsten reported that the new booths on 8th Street seem to be doing well and their experiences are being tracked so the location can be evaluated. A new 20x20 tent was purchased. The TREE has left the Market and Whole Enchilada will try out their space. The census shows a good first month to the season.

The PB Team (Colleen, Diane, Kirsten) met with Cameron McCarthy on April 25th to discuss the public engagement process which will begin May 22nd and continue until October. The City Team will have a booth at the Market to inform the members and the public about the process. The talking points preferred are that there be no relocation of the Market, no disruption to the selling season, and no changes to our booth layout, as well as open streets around the blocks.

Colleen reported on a letter of position from the Board to the City, Architects and their teams that has been drafted. Getting the specific concerns about the process of redesigning the Park Blocks out early to the City and architects' teams seems advisable so they are well-known. Establishing that the Board

makes the decisions and that individuals don't speak for the organization's position is important, though of course all members can speak to their preferences and what they see for the spaces. The organization wants to indicate support for the project, but within the conditions that will allow the Market members to continue to thrive. Board members discussed the letter and made some edits. All members are encouraged to participate in the process as fully as possible.

***Motion: Accept the letter as amended (Rachell/Ritta) 7-0-0
(Giorgi arrived)

Potluck and Picnic in August: Washington Park (20th and Washington) is available on Sunday Aug 18th so members were asked if they will attend. It was tabled until a straw poll can be held on Facebook to estimate the enthusiasm level. It could also happen in September. A straw poll of the Board showed approval.

A conference room is available at RAIN (962 Olive) for our meetings if we'd like to use it. We'd need to start at 5:30 and it would be a little less convenient. Members weren't in favor of it at this time. The database was reviewed on April 24th to show the progress so far. It will add a lot of needed features and accuracy and save staff time.

50th Birthday Party: The Vets' Club is available May 9, 2020 for an evening party. It costs \$100 to book it, which is refundable. There would be a no-host bar and could be food options.

***Motion: Book it. (Jaimee/Rachell) 8-0-0

Cameron McCarthy's team has asked to attend a Board meeting. After discussion the members agreed to a short presentation at the June 4th meeting.

***Motion: Invite Cameron McCarthy and affiliates to the June meeting for a 15-minute presentation. (Rachell/ Anna) 6-1 (Ritta)-1 (Giorgi)

***Motion: Accept the Admin report (Teresa/Ritta) 8-0-0

Advertising Report: Vanessa reported that social media stats are still growing, Opening Day was great, and the full-color ads are working well. There will be a half-page ad in the OCF insert in the Weekly May 2. Mother's Day giveaway and Founder's Day will be May 11th. Loaned items are coming in for the 50th display in July. Tentpole events are working well. There will be an article in June in The Lane County Historian. The Rain Play illustrations are in place on the East block and 8th St. The food court will increase their presence on social media.

***Motion: Accept the Advertising report (Teresa/Rachell) 8-0-0

Treasurer's Report: Tym reported on the trends in the March Financials. March was the last month in the 2018-19 fiscal year. Income for the year was higher than budgeted so some capital improvements were allocated. The March P&L was attached. Year-end financials will be available at a later date.

***Motion: Accept the Treasurer's report (Rachell/Anna) 8-0-0

Committee and Task Force Reports: Policy and Procedures Task Force: Colleen gave the report from the April 10th meeting. They reviewed the Election Procedures, and the Sabbatical Policy, clarified and edited a few terms, and added the Member Grievance Policy to the Personnel Committee agenda. Next meeting May 8, 12:00 pm.

Holiday Market Committee: Rachell reported on the April 10th meeting. Vanessa reported that the HM poster and advertising materials will use the same theme and colors with changes to the photos and content. They updated their work plan and discussed promotional ideas such as a coloring book, collectible poster, as well as ways to stimulate event participation, particularly in the first weekend. Next meeting May 8th, 2:00 pm.

***Motion: Accept the Holiday Market report (Teresa/Jaimee) 8-0-0

50th Anniversary Task Force: Ritta gave the report of the April 11th meeting. Coming events discussed were the Dance Celebration Day, the Rain Play stenciling, and the tent pole days. Studio Day will partner with Art City and others. Founder's Day needs volunteers. Family Day needs a more exciting name and may include a Clown School among other fun things. Need some physical items for the July exhibit, will do callout in newsletter. Elf ornament packets will be for sale to fundraise for the party. Discussed details of May 9, 2020, including ways to honor past members and staff, a possible cookbook repeat, and other plans in progress. The history poster will be duplicated as a first installment of the traveling archive. Next meeting May 9, 3:00 pm.

Personnel Committee: Colleen reported on the April 15th meeting. Some updates were made to the Personnel Policies, including evaluation procedures. Several recommendations were forwarded to the Board.

***Motion: Prepare a membership survey proposal (So moved) (Anna/Teresa) 8-0-0

***Motion: Evaluation Timeline: February 1st: CPI index information to Budget and Personnel Committees and GM evaluation forms distributed, due back February 14th. Personnel Committee meets by February 21st to tally and compile results, and to prepare a draft letter to the GM. At the March Board meeting (Exec session) the Personnel committee recommendations are discussed and approved by the Board. The Board instructs the The Budget Committee to review and provide the relevant financial information. Budget Committee then meets in mid-March to craft the final budget, replying to the Personnel Committee by March 15th. Personnel Committee finalizes the draft letter to the GM and salary increase proposal, which is approved at the April Board meeting (Exec Session) after the approval of the Budget in open session. (So moved) (Ritta/Rachell) 8-0-0

***Motion: All Board members and officers, any Board members who have served in the prior year, and committee co-chairs of standing committees will complete the GM evaluation. (So moved) (Rachell/ Teresa) 8-0-0

***Motion: Revise Section B Item 8 paragraph 2 to strike "other Market stakeholders or customers" and "committee members." (Teresa/Jaimee) 8-0-0

It was clarified that committee members who do wish to complete evaluations will be invited to do so.

***Motion: Adopt the recommended salary range (Jaimee/Rachell) 8-0-0

***Motion: Accept the Personnel Committee report (Teresa/Ritta) 8-0-0

Standards Committee: Teresa gave the report of the meeting and Jaimee assumed the Chair for the discussion as Colleen had participated in it at the committee level. After a long and thoughtful discussion, member (Eric Myers) was granted an exception to sell art by other people on his longboards as long as they each joined the Market to be an active member so it could qualify as an intra-market

transaction. Ordinarily each participant in an intra-market transaction would come to a full committee meeting to be approved but that requirement would be waived. He was expected to come to the Board to appeal that decision and has until the June meeting to do so. Exceptions must be approved by the Board. Some other solutions were discussed, such as a reduced membership fee for those artists who did not actually plan to have their own booths at the market.

Because he has not appealed, the Board's decision is in regard to approving the exception or not. If they consider that the committee did their due diligence, that can be honored. Honoring the basic standard of "Maker is the Seller" is also a consideration in this case. Consistency and fairness is also a consideration.

The Committee will hold some further discussion on the definition of "active member." There used to be a clause that included selling at five markets before reaching that status.

***Motion: Agree with the Standards Committee exception under the intra-market transaction rules for Eric as long as the art on his boards is done by active members and they do not have to come to a full committee meeting. (Rachell/Tym) 7-0-1 (Anna)

The Committee has thoroughly vetted the scent issue and feels it is now an administrative issue and no longer a Standards issue.

***Motion: Accept the Standards Committee recommendation on the scent issue (Rachell/Anna) 8-0-0

***Motion: Approve the Standards Committee report (Ritta/Rachell) 8-0-0

Colleen resumed chairing the meeting.

Board Retreat Task Force: Tym reported that the retreat plan has changed to a Special Board Meeting on July 28th from 10-2. The task will be to approve and adopt the policies in the Policies and Procedures handbook. This will replace the August 7th Board meeting, and will include seating the new Board members elected in June. Next meeting May 16th.

***Motion: Accept the Board Retreat Task Force recommendations (Ritta/Rachell)

Sustainability Committee: No one from the committee was available to give the report. No motions were made. Discussion included straws, single-use plastic items currently in use, and newsletter articles. Next meeting May 28th.

Old Business: none

New Business: Appoint four Election Tellers: The count will be done Tuesday June 11th. One more is needed. AJ will recruit.

***Motion: Appoint Mary Newell, Lynn Brown, and Terry Church (So moved) (Teresa/Rachell) 8-0-0

Meeting Evaluation: Around the table: got a lot done, sometimes the pace is too fast, manage time better

***Motion: Adjourn (Tym/Rachell) 8-0-0 7:50 pm

Next Meeting June 5th, 5:15

