

Attendance: Rachell Coe, Anna Lawrence, Teresa Pitzer, Gary Becker, Jan Speulda, Shannon Hutson-Lee By GTM: Len Gould, Chuck Roehrich Absent: Linda Lamb

Staff: By GTM: Kirsten Bolton, JJ Hendrix, Vanessa Roy In person: AJ Jackson

Guests: Mary Newell, Tym Mazet, By GTM: Colleen Bauman Recorder: Diane McWhorter by GTM

Announcements: The Kareng Fund received a grant from the Oregon Country Fair through their Jill Heiman Pandemic Grant Fund.

Pressing Member Concerns: none

Agenda Review: no changes

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

Minutes Approval: Minutes of July 1st, Revision to June 3rd, 2020

***Motion: Approve the July minutes (Teresa/Anna) 7-0-0

***Motion: Approve the June 3rd minutes (as corrected) (Teresa/Anna) 7-0-0

Administrative Report: Kirsten reported that the office is open reduced hours: Thursday and Friday 10-4. Staff hours are reduced, and some health insurance has been canceled. Porta-potties have been reduced in number by one on each block. The census was attached. The City extended the Park Blocks permit through Saturday, December 19th at no additional cost. Additional dates could be added if recommended.

***Motion: Approve the amendment to the PB contract (Teresa/Anna) Tabled until after the Holiday Market Committee report.

Kirsten was gone from July 21st to Aug. 5th and will be on quarantine until Sat. August 15th.

The Personal Services contract with the City of Eugene was going to run out of funding in 90 days so they were notified as required. They decided to take the permitting in house instead of renegotiating the contract. Services will continue until the end of September. This action ends a service we have provided to the City since the 1990s. The financial impact is manageable, particularly with the reduced income of the permits this year. It reduces the workload as well. Permits may take longer to get and we will still have to monitor the calendar for events which might impact the Market (such as the Friday night events.) The Budget Committee will address the impact at the end of August. Fundraising should offset the loss in income.

***Motion: Approve the Administrative report (Shannon/Jan) 7-0-0

Advertising Report: Vanessa reported that social media stats are still increasing (+84 on FB, +40 on Twitter, and +419 on Instagram.) People are noticing and appreciating our masking options and diligence. Fundraising is working, mostly from members. The GoFundMe account has a \$500 matching grant for organizations. The live map is working really well and is fun to use. Facebook Marketplace

has 2300 followers and some members are reporting sales and paying 10% to Market. Musicians have been allowed to post their events and products as well. The Guidebooks need to be circulated. There will not be a HM edition this year. Dan Conan Young is working on a hand drawn poster that he will sell to raise funds and will make a special HM version. There will be a small advertising budget for HM.

***Motion: Approve the Advertising report (Teresa/Jan) 7-0-0

Treasurer's Report: Tym reported on June 2020. The P&L was attached. With only two June markets the income did not meet the budgeted amounts but expenses were kept in line with reduced payroll and other cuts (security, entertainment, advertising, composting and durables, Holiday Market). The PPP grant helped pay staffing costs and kept the finances in the black. No reserves have been used and those will be set aside for starting the 2021 season as much as possible. If the market starts to lose money, selling will be suspended though could be restarted if the situation improved, or for HM.

***Motion: The Board authorizes Kirsten to cancel market (the 2020 season) if finances are needed. (Teresa/Gary) 7-0-0

Members discussed ways to inform members of the situation to encourage them to sell if they can do it safely. No one is being turned away and there are generally a few open spots (around 20 more members could fit) and some members are selling every week in alternating spaces. Others may not know that is an option. Jan volunteered to write an MVP post. Newsletter posts with positive spin will help build community and keep the members working together. Volunteering is especially valuable this year.

***Motion: Approve the Treasurer's report (Anna/Jan) 7-0-0

Committee Reports: Holiday Market Committee: Rachell brought forth the recommendations from the committee.

1. No event at Lane Events Center at the Fairgrounds. Surveys showed that while selling outdoors is not wildly supported, it will be acceptable and it is the only option. The Budget can't support the Fairgrounds.

***Motion: Endorse the Budget Committee recommendation to postpone the LEC Holiday Market until 2021. So moved (Teresa/Anna) 7-0-0

2. Sell on Saturdays only on the Park Blocks.

***Motion: Saturdays only on the Park Blocks for HM: So moved (Teresa/Gary) 7-0-0

3. Reduce hours to 10-3.

***Motion: Reduce hours of HM2020 to 10am-3pm: So moved. (Teresa/Jan) 6-1 (Shannon)-0
Discussion: It gets dark early so safety is an issue. Weather could be bad as well.

4. Set the days: November 28, December 5, December 12, December 19. Discussion: The regular season ends November 14th, but why skip a week? Add November 21st to HM. Some wanted to sell on Friday Nov, 27th, but there is no possibility of leaving booths on site so it might not feel worth the work and staff cost. Small Business Saturday can be the focus instead. HM Committee will discuss the

naming of the extended season, and whether or not to call it Holiday Market or something more such as Holiday Market in the Park.

***Motion: Extended Saturday Market event dates will be November 21 and 28, and December 5, 12, and 19. (Shannon/Anna) 7-0-0

Discussion: The HM Committee will still discuss fees, reserves and mapping in conjunction with the Budget Committee. The HM Committee also elected Co-Chairs Rachell Coe and Mary Newell and Colleen intends to rejoin the committee. Next meeting August 13th 2-4pm.

***Motion: Authorize Kirsten to extend the Park Blocks permit through December 19, 2020. (Teresa/Shannon) 7-0-0

***Motion: Accept the HM committee report as amended (Teresa/Jan) 7-0-0

Personnel Committee: Anna reported that they met July 14th to review and revise the member survey. It will be in the September Board packet for review.

Old Business: Appoint Personnel Committee: Committee description and policies are in the Policies and Procedures document. The Committee serves as the Human Resources department and organizes the GM annual evaluation as well as advocates for staff as needed. It is a confidential committee for Board members only. Three to five members are ideal.

Chair (Rachell) and Vice-Chair (Anna) automatically serve in those two positions in the Personnel Committee. Shannon is already serving, and Jan is willing to join. Teresa declined to be nominated.

Nominate Jan Spuelda: accepts

Nominate Len Gould: declines (not at this time)

Nominate Chuck Roehrich: declines (not at this time)

***Motion: Appoint Jan Spuelda to the Personnel Committee (Anna/Shannon) 7-0-0

Fundraising Task Force or Committee: A standing Committee will be better than a task force as this may be an ongoing effort throughout the next few years. Willa Bauman is willing to convene a committee for ongoing fundraising activities. Anna and Colleen volunteered to serve. They will set up a meeting and a newsletter callout will be made as soon as possible. As they will want staff input, they will meet on a Thursday or Friday with Vanessa.

***Motion: Set up a Fundraising Committee (Anna/Teresa) 7-0-0

Meeting Evaluation/Final Round: Thanks to Rachell for stepping into the Chair role, she's doing well! Meetings are flowing well and although it is hard to hear in this format, work is getting done. There is excitement about Holiday Market and general optimism that things will improve.

***Motion: Adjourn (Anna/Shannon) 7-0-0 7:15 pm

Next meeting September 2, 2020

