

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

Staff: By GTM: Vanessa Roy In person: AJ Jackson, Kirsten Bolton Recorder: Diane McWhorter by GTM

Guests: Tym Mazet By GTM: Colleen Bauman, Dru Marchbanks, David Dilworth

Introductions and Announcements: no announcements

Pressing Member Issues: David Dilworth: David sells coffee beans and would like to resume giving small samples of his brewed coffee. He researched the OFA guidelines and has a plan to do it safely. SM guidelines require a hand-washing station and a 3 oz limit; samples are currently not permitted in the interest of having people keeping their masks on as much as possible, which is one of the reasons no tables have been added back to the food circle.

Betty Wolfe (by letter): She and her husband collaborate with a booth partner who is homebound, and she would like to sell the collaborative work without him in attendance. An exception for the remainder of 2020 would need to be renewed before the 2021 season.

***Motion: Grant an exception for Betty Wolfe and her husband to sell Mike Abel's collaborative work. (Teresa/Jan) 6-0-0

Point of Order: The Board has open meetings and the decision concerning the coffee samples should occur with the member present. Only Standards has the option to discuss in closed session. (Colleen)

***Motion: Approve David Dilworth giving samples of coffee during this year. (Teresa/Gary) 0-5-1 (Len).

Agenda Review: ***Motion: Approve the agenda (Teresa/Jan) 6-0-0

Approval of Minutes: ***Motion: Approve the minutes from last month (Jan/Shannon) 6-0-0

Administrative Report: Kirsten reported that face mask compliance is good, with security making sure. The DAZ permits will not be written by Saturday Market after September when the contract ends. The Census shows that about 82 members are selling every week, but only 64 sold on the very hot day, and that was not enough to meet expenses. The 400 number booths are now available but there is no need for them. There are about 100 fewer new members but those usually join for HM; screenings and orientations are not possible right now.

Holiday Market: Plans are proceeding; could use a Decorations Task Force. The City granted the permit for the extended dates and will put up some lights in the Park Blocks.

Office work is getting done with the reduced hours, and an improved system is in place for the remote meetings. A grant from the Oregon Cultural Trust was applied for and will be decided on Sept. 14th.

***Motion: Approve the Admin report (Teresa/Shannon) 6-0-0

Advertising Report: Vanessa noted that Facebook participation has fallen off but Instagram and Twitter are both going up. People approve of our mask policies and the variety of masks available. There are lots of Guidebooks to give away. Two handmade posters by members are in the works to be sold as fundraisers and advertising. She is trying to increase engagement with the live map on the website.

***Motion: Approve Vanessa's Advertising Report (Jan/Shannon) 6-0-0

Treasurer's Report: Tym reported on July 2020. Fundraising, as well as the cutbacks in spending, have helped keep the loss in income balanced. While there is a small deficit, it is not as large as it could be if spending was not cut as thoroughly as it has been. The July Financials were attached to the Board Packet.

***Motion: Appoint Rachell to the Budget Committee (Shannon/Jan) 6-0-0

***Motion: Approve the Treasurer's Report (Teresa/Jan) 6-0-0

Committee Reports: Personnel Committee: Shannon reported on the July 14th meeting. The member survey was refined and condensed from last year.

***Motion: Accept the Personnel Committee report (Jan/Gary) 5-0-1 (Len abstained as he couldn't hear.)

Holiday Market Committee: Rachell reported on the August 13th meeting. Portland Saturday Market will close at the end of September as they have not been able to be profitable. Their website, run by ShareTribe, is costing every member \$50 per month, and would cost us \$79-169 per month, which seems too costly for the amount of members who are interested in selling online through SM. Lane County Farmers Market is also planning to sell on the Park Blocks for the extended season, unless they have to close for construction. Out Park Blocks permit was extended with no extra charge. Lane Events Center confirmed our 2021 dates for HM.

Recommend: Carry over Booth Holder of Record status and Holiday Market points from 2019 to 2021.

***Motion: Carryover all Booth Holder of Record Status and Holiday Market points from 2019 to 2021. (Teresa/Jan) 6-0-0

Recommend: Make all 2020 Holiday Market prepaid reserve spaces without a morning Waiting List

***Motion: Make all 2020 Holiday Market prepaid reserve spaces without a morning Waiting List. (Shannon/Jan) 6-0-0

Recommend: Pricing for HM 2020 is \$50 non-refundable fee for individual dates or \$45 for a total of \$225 if all Saturdays are reserved.

***Motion: Pricing for HM 2020 is \$50 non-refundable fee for individual dates or \$45 for a total of \$225 if all Saturdays are reserved. (Teresa/Jan) 6-0-0

If the event is not held, the deposit would be refunded. No refunds if a member misses a weekend.

Recommend: Reserve a minimum of 85 spaces per weekend. Recommend to the Board that the General Manager can exercise the right to cancel Holiday Market if the minimum is not met.

***Motion: Reserve a minimum of 85 spaces per weekend and the Board grants the GM the right to cancel Holiday Market if the minimum is not met. (Teresa/Jan) 6-0-0

***Motion: Make \$10 non-refundable regardless of whether the show is held. (Teresa/Shannon) 6-0-0

Recommend: approve the schedule for booking: Email sent to members to declare their attendance on Sept. 3rd . Members must declare their attendance by Sept. 19th. A non-refundable deposit of \$50 is due by Oct. 3rd. The balance is due in full when the space is reserved. AJ will start booking Holiday Market on Oct. 6th using the list of declared members that have made their deposits.

***Motion: Make Holiday Market Booking deadlines: 1) Email sent to members to declare their attendance on Sept. 3rd; 2) Members must declare their attendance by Sept. 19th; 3) A deposit of \$50 is due by Oct 3rd, \$10 is non-refundable, the balance is due in full when the space is reserved; 4) Booking starts Oct. 6th. (Teresa/Shannon) 6-0-0

***Motion: Funds are only refundable, less a \$10 processing fee, if the Market is canceled due to lack of member booking or shut down due to government mandate. (Teresa/Shannon) 6-0-0

Recommend: Use Membership points to book Holiday Market 2020 only.

***Motion: Use Membership points to book Holiday Market 2020 only. Teresa/Gary 6-0-0

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

Food Court Committee: Colleen reported that the Irie Jamaican Kitchen one-year review was held.

***Motion: Approve the Food Court probationary review of Irie Jamaican Kitchen. (Teresa/Jan) 6-0-0

Budget Committee: Shannon reported on the August 27th meeting. The Committee reviewed the July 2020 financials and Recommend: Keeping the US Bank CD of \$20,000 in the Operating account.

***Motion: Keep the US Bank CD of \$20,000 in the operating account (Teresa/) Rescinded

***Motion: Keep the CD that matured for \$20,000 in the interest-bearing operating account. (Teresa/Jan) 6-0-0

***Motion: Approve the Budget Committee report (Teresa/Gary) 6-0-0

Fundraising Committee: Colleen reported on the August 27th meeting. They could use more members. They learned that around \$8500 has been raised from the GoFundMe and Pay Pal donation options. Members have also been donating. Grants will be helpful. The main goal is to shore up general operating funds to staff the organization in the winter for start-up next season. They will begin with a goal of \$25,000 with an ultimate goal of \$100,000.

Next steps will be continuing Crowdfunding (Vanessa), contacting individual donors (Willa) and setting up events (Colleen.) Next meeting September 16th at 11:00.

They wrote up a charter:

The Saturday Market Fundraising Committee will work to support market fundraising efforts in three primary ways: develop fundraising plan involving individual donor cultivation, crowd-raising via online campaigns, and revenue targets; work independently on individual donor cultivation and outreach; and leverage market networks to support staff-led fundraising efforts. The Fundraising Committee will report recommendations to the market board of directors at monthly meetings.

***Motion: Accept the Fundraising Committee report and the Committee Charter as written by Willa Bauman. Jan/Gary 6-0-0

Old Business: Member Survey: presented by the Personnel Committee. It will be available at the info booth for two weeks.

***Motion: Approve the 2020 Saturday Market Membership Survey. (Jan/Gary) 6-0-0

New Business: Planning the Annual Meeting: It will have to be held online. Plans will be outlined at the next meeting.

Meeting Evaluation/Final Round: Reminder that when guests are present, speak to the chair and not directly to the guest, and try not to use the word “you.” Speak about the issue, not the person. Try to stick to the time limits. The mics are an improvement, but it is still hard to hear. Perhaps write the motions in the chat box before they are approved so those online can see the wording. Productive meeting!

***Motion: Adjourn (Teresa/Gary) 6-0-0 7:25 pm