

The Dalles Farmers Market
August 21, 2017 Board Meeting
Minutes

Board members present--Janeal Booren, Beth Kaser, Rick Leibowitz, Tama Bolton, Kevin MacIntyre,

Staff: Eileen White, Lynne Erickson

Others: Audrey Stephens, Mary Leighton, Greg Kaser

Introductions:

- **Call to order and minutes**—Janeal requested clarification of the membership fees. Eileen clarified that the rate is \$35; it used to be \$25 plus \$10 from each vendor to Parks & Recs, then when the \$10 fee was no longer required the fee was raised to \$35.
- **Treasurer's Report**—budget handouts were disbursed and report accepted with no further discussion.

Old Business:

- **Strategic Plan Survey**— 5 of 7 Board members have completed the survey; this conversation will be moved to the next meeting until all have had a chance to complete the survey. The survey sub-committee will meet to review the results before the next meeting.
- **Scholarship**—Eileen has not yet had a chance to contact David Griffith (Griffith Motors) about this so it will be addressed in the next meeting.

New Business:

- **EBT**—Eileen contacted Anna Hansen about switching providers for the machines used at the market. There are 3 units available through AT&T with 3G coverage. Rick made a motion to go with Merchant Source and order the Clover machine. After discussion of the various costs were reviewed (cancellation fees, contracts, flexibility) the motion was approved.
- **Timeline of food offering events**—Mary Leighton encouraged the group to begin discussion and have a plan in place for the market on October 14. Eileen says that the Renaissance Group has confirmed they will be able to attend. Rick will take care of grilling the food for the day. Beth suggests that at the September meeting the board can review the checklist from previous minutes Rick will take care of the food permit for the day.
- **Music at Fort Dalles** on Sunday, August 28th—Mary will prepare the meat and Rick and/or Eileen will pick it up and the rest of the food for the event.

- **Appreciation of Vendors**—For the Harvest Day market the Board will give each of the vendors a physical thank you note and the offer of a free market day for all previous vendors. Anyone who chooses not to vend on that day will get a credit for next year. Eileen will send an email to inform vendors of this.
- **Facebook**—Mary needs help posting to Facebook, she would like to be relieved of the responsibility after this season. Rick added Kevin as an administrator of FB to help contribute. As an action item, the Board will consider options or seek out someone who might be interested in taking over this duty and any necessary training.
- **Marketing**—Audrey Stephens wondered about whether or not to have signage on the Farmers Market trailer. She suggests having more yard signs around town. This suggestion will be reviewed as part of the Strategic Plan.
- **Acknowledgement**—Rick made a motion and it was accepted to make Scott McMullan an Heirloom Tomato sponsor for this year for his t-shirts.
- **Parks and Rec**— Kevin will confirm the Parks and Rec's negotiations meeting date/time. The Board should consider that a new location may needed since the Parks and Rec department may be renovating the parks next year.

Announcements Weekly markets:

- Saturday 9 p.m. to 1:00 (Please be set up by 8:30 a.m.)

Next meeting Monday:

- Monday, September 18, 2017, 5:30 p.m. at CGCC Building 1, 2nd Floor Board Room
- Lynne will report about the POP program at the next meeting.

Meeting adjourned at 6:55 p.m.