

The Dalles Farmers' Market – Meeting Minutes

March 26, 2018

Columbia Gorge Community College – Bldg 1 – Room 1.266

Call to Order at 5:35pm

Introductions

Board Members: Rich Johnston, Beth Kaser, Janeal Booren, Kevin MacIntyre, Rachel Suits, Tama Bolton

Staff: Eileen White, Lynne MacIntyre

Vendors: Greg Kaser, Mary Leighton, Barbara Pashek, Bethany Ayers-McManus

Janeal moved and Beth seconded to approve the previous meeting minutes from January 22, 2018 and February 26, 2018. The minutes were approved.

Treasurer's Report – Marketwurks, the vendor management system, was purchased in March to get it running before the vendor potluck.

Old Business:

- Scholarship offer – Eileen will let us know when she is in contact with Dave Griffith.
- Treasurer Position – Kevin reminded the board that a new treasurer is needed for the upcoming year plus two other board spots. Janeal will run for another two years. Rachel will put the board application on the website.
- SNAP Match Grant and other Grant Updates –Because the SNAP Match Program was not fully funded through the Mid-Columbia Health Council, Lynne wants to apply for more grant funds for the full amount. There is Columbia Gorge Foundation for mini-grant application due on May 4th that funds local projects. Also, Lynne and Eileen met with Rivermark Bank and they are interested in food issues. They want the market to return in August to discuss the POP program further. WIC/North Central Public Health Department received a grant and will be designing the sandwich boards for marketing materials for TDFM. In social media, we want to make sure to give credit to North Central Public Health Department and place their logo on our website as a sponsor. Lynne is doing research on SNAP Match token design and will order the tokens in the next two weeks. Barbara will sponsor at \$1000 to backfill some of the marketing materials that are needed. We will revisit on the July agenda.

New Business:

- School Bond – As a The Dalles Farmers Market Board, we support the school bond. As a result of the review and discussion, the board wholeheartedly determined to add its support to the efforts of the North Wasco County School District and to encourage all board members to engage in conversations which will garner the necessary community support. Kevin will write a letter of support. Beth moves, Tama seconds and the motion passed.
- Eileen's Email – Eileen wants the board to communicate with her through thedallesfarmersmarket@gmail.com for all The Dalles Farmers Market business. The media email address that goes to Erica is thedallesfarmersmarketmedia@gmail.com.

- Spring Fair – The Master Gardeners won't have TDFM do coffee and muffins for Master Gardeners for free, however, Beth will provide coffee and muffins for purchase in the morning and hotdogs in the afternoon. Janeal moved to purchase what was purchased last year and Beth seconded, the motion passed.
- Manager compensation – Rachel moved to make Eileen's weekly pay \$125 and Lynne's pay \$75, Rich seconded and the motion was passed.
- Bag Vendor – Eileen is going with the policy of handmade items and will encourage the hand painted bags at the market. The Board approved this vendor at the market.
- Vendor Concerns – Beth Ayers-MacManus and Mary Leighton presented concerns with the board. The board had a discussion to address their concerns regarding space considerations, budget, goals for the market and vendors selling similar products being too close to each other. The board wants to set up systems that allow for easy feedback from the vendors like a suggestion box or change in location for board meetings.
- Vendor Potluck April 15, 2018
 - Location: Senior Center
 - Time: 1-3pm
 - Outreach to Vendors: Information will be posted on Facebook and sent out to vendors via email.
 - Online application materials will be updated by Rachel and Eileen by early April for vendors to start putting in their applications.
 - Minutes from the October meeting
 - Scale certification – waiting to hear back to finalize date and time with the certifier.
 - Schedule of events
 - Potluck
 - Vendor education on voucher programs (Veggie Rx, SNAP, SNAP Match, POP, FDNP) – Rachel
 - Listen to vendor concerns for 2018 and how to create solutions based on feedback – Rachel will volunteer to facilitate this conversation
 - Strategic Plan
 - Board applications: Janeal plus 2 others including a treasurer
 - Budget
 - Find a sponsor and member
 - Website visit
- Kevin will sign the agreement with the Parks and Rec
- Cap on crafter and farmer vendors – do the bylaws need to be changed? Put on April agenda
- Meeting location change – April's agenda (Rachel)

Next meeting:

Monday, April 23, 2018, 5:30 p.m. CGCC – Bldg. 1, Room 1.266

Adjourn