

Oak Park Farmers' Market Meeting Minutes ~ 2-13-13 ~ Room 101 ~ 7:00pm

Members Present: Chairperson Melissa Wittenberg; Commissioners: Rebekah Braslow, Molly McDonough-Carson, Bob Melican, Aly Schoenfeldt, Jennifer Lowe, Barbara Colpoys, Nancy Fjortoft; Vendor Liaison Jim Vitalo, Market Manager Jessica Rinks

Excused: Commissioner Warren Bakker, Church Liaison Jeff Petertil, Staff Liaison Mike Charley

- 1) Call to Order
 - The meeting was called to order at 7:05pm.
- 2) Non-Agenda Public Comment — Please limit comments to 3 minutes/person
 - No comments
- 3) Approval of January 2013 minutes
 - The minutes were approved with minor corrections.
- 4) Church Liaison – Jeff Petertil
 - No report/absent
- 5) Budget/Staff Report – Jessica Rinks
 - Applications for the 2013 market season are available on the website and were mailed out to previous vendors. Thus far, two applications have been received.
 - A letter from Matt Sheaffer from Sandhill Organics was shared with the Commissioners. He had some suggestions for possible vendors.
 - We discussed adding a fish vendor, but under current ordinances and practice, only two meat/poultry/fish vendors are allowed in the market, and we currently have two meat vendors, who we anticipate will return. However, there was general agreement that a fish vendor would add to the diversity of the market, which is an overall goal. Therefore, we agreed to:
 - Jessica would send out the ordinances and rules to all commissioners.
 - The commission would read these before the next meeting and then discuss whether or not we should consider any revisions in order to increase diversity of market product.
 - We discussed moving from a chits system to a token system, and we agreed that given that we anticipate more vendors moving towards having their own credit card processing systems; we may pass on the charge of credit card processing to the vendors; and the transition issues, we recommended continuing with the chit system.
 - Bake sale applications are high. We discussed limiting bake sales to one per market to free up more space for vendors. We will consider this in the future.
 - Vendor survey results were sent to all Commissioners.

- 6) Vendor Liaison – Jim Vitalo
 - Farmers are preparing for spring.
- 7) Chair Report – Melissa Wittenberg
 - Chair Wittenberg reviewed her tasks with the Commissioners and we discussed transitioning leadership.
 - The special event/committee list was distributed for sign up.
- 8) New Business
- 9) Old Business
 - Commissioner Braslow reported on the Chair meeting she attended.
 - The Commission's request for farm inspections was sent to the Board on October 5, 2012. The Board has not responded to our request, therefore it is unclear whether or not we can verify the integrity of the market for the 2013 season.
 - We discussed the need to set clear expectations for friends and commissioners while they are manning the booth at the market. We agreed that:
 - ▷ Jessica will consider any manager tasks that can be delegated.
 - ▷ We will all consider tasks and new schedules for friends and commissions. We need to ensure there is ample staff for emergencies, cancelations, but at the same time, not have too many volunteers and staff that they are underutilized.
- 10) Confirm next meeting date – March 13, 2013 – Room 101
- 11) Adjourn

MISSION STATEMENT: *The Oak Park Farmers' Market provides access to healthy, locally grown food and other products in a community setting, while celebrating social connections and building cooperation between urban and rural.*

18-2-1: PUBLIC POLICY STATEMENT: It is in the public interest for the Village to allow producers of food to sell directly to the public....

Contact the Oak Park Farmers' Market Manager for additional information at (708) 358-5780 or email: farmersmarket@oak-park.us.

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