

FARMERS' MARKET COMMISSION October 8, 2014 7:00PM Village Hall – Room 102

Present: Chairperson: Molly McDonough Carson; Commissioners: Joanne Balice, Jasmine Cleofe, Courtney Greve Hack, Jennifer Purrenhage, Erin Schoop,; Market Manager: Jessica Rinks; Staff Liaison: Mike Charley; Farmers' Liaison: Jim Vitalo; Church Liaison

Others Present: Oak Park Library: Bridget Optholt, Stephanie Kirchner; Resident and applicant to Farmers' Market Commission: Sandy Novack

Excused: Commissioners: Aly Schoenfeldt, Warren Bakker

- 1. Call to Order at 7:05 pm
- 2. Agenda Approval- Agenda approved
- Public Comment- Sandy Novack introduced herself as being a potential commissioner. Novak stated that she has applied to become a commissioner and attending a Farmers' Market meeting is part of the process to become a commissioner.
- 4. Approval of Minutes of September 10, 2014. A motion was made to approve the minutes with the agreement that the attendance would be added to the minutes from the last meeting. The motion was approved.

5. Old Business

- a. Customer Survey Molly read the draft customer survey to the commissioners. The goal is to survey customers prior to the end of the market. Joanne Balice and Courtney Greve Hack will be reviewing and finalizing the survey prior to completing the survey. The survey will either be offered at the market and/or online using a survey tool.
- b. Farmers' Market Sign-up Genius Erin Schoop stated that she will be taking over this task. This online tool is used to schedule commissioners' to volunteer at the farmers' market.
- 6. New Business None
- 7. Farmers' Market Chairperson Report- Molly McDonough-Carson
 - a. McDonough-Carson stated that Frank Pond was appointed as the new CIC liaison.



- b. Stone Soup update McDonough-Carson communicated that Maya Del Sol agreed to prepare and cook the stone soup for the stone soup event that is scheduled for the last Saturday of the market annually. Stephanie Kirchner from the OP Library stated that the library will offer a children's' "story time" during stone soup. Kirchner stated that the library would make some signs for the story time during the stone soup event.
- c. Molly stated that Warren Bakker and Jon Owens have been distributing double coupon advertisement flyers at the OPRF Food Pantry. The goal being to increase the distribution of double coupons.
- 8. Farmers' Market Staff Liaison Report Mike Charley
 - a. Work Plan The 2015 Work Plan was discussed and finalized. A motion was made to approve the 2015 work plan by Erin Schoop and seconded by Jasmine Cleofe. The commission voted to approve the 2015 Work Plan.
 - b. Temporary Food Service Fee for 2015 A motion was made by Courtney Greve Hack to recommend to the Village Board that the Village's \$100 temporary food vendor fee be waived for local food establishments that wanted to participate in the farmers' market's food demonstration program. Joane Balice seconded this motion. The commission voted to approve the motion.
- 9. Farmers' Market Manager Report Jessica Rinks
 - a. Jessica Rinks stated that a farm/vendor visit was made to Ingram's Bread since the last commissioner meeting and the market management observed that Ingram's operation met the Village Farmers' Market ordinance and Rule of Operation requirements.
- 10. Church Liaison Report Jeff Petertil
 - a. Jeff Petertil stated that the lease between the Village and the church for the farmers' market located ends on December 31, 2014. Petertil stated that the church will be meeting with the Village in the coming weeks/months to negotiate a new lease agreement.
 - b. Petertil stated that he church was carbon copied on an email to the Village regarding litter being left behind in the parking lot from a concerned neighbor. Mike Charley provided a summary of the neighbor's concerns and stated that he had spoken to the neighbor via telephone several times regarding his concerns and that cleaning procedures have been reviewed and staff are being more diligent in surveying the lot for litter after the market ends.
- 11. Vendor Liaison Report Jim Vitalo, Herbally Yours No report
- 12. Adjourn @ 8:31 pm
- 13. Next Meeting Wednesday, November 12, 2014