



FARMERS' MARKET COMMISSION
Meeting Minutes
September 9, 2015
Village Hall – Room 101

Present: Chairperson: Molly McDonough Carson; Commissioners: Jasmine Cleofe, Erin Schoop, Todd Kuna, Courtney Greve-Hack, Jennifer Purrenhage; Staff Liaison: Mike Charley; Farmers' Market Assistant: Robin Schirmer; Church Liaison: Jeff Peteril; Guest: Mary Chris Jacklevic, Dominic Cianciolo

Excused: Commissioners: Sandra Novack-Gottshall, Joanne Balice, Adam Gill; Manager: Jessica Rinks; Vendor Liaison: Jim Vitalo; CIC Liaison: Frank Pond;

1. Call to Order @ 7:05 pm
2. Agenda Approval - Agenda approved
3. Public Comment –
 - a. Dominic Cianciolo introduced himself as a potential Farmers' Market commissioner. He is observing this meeting as part of the process to become a commissioner.
 - b. Mary Chris Jacklevic, a future Farmers' Market commissioner communicated that she visited the Logan Square Market and observed the following that they have a bike valet and they work on tips. The bikes are placed in a corral made of the orange mesh, check tags are given to the patrons. Molly McDonough Carson shared that the Carlsbad Farmers Market gives away "Bicycle Bucks" (\$1) to patrons that they can use at participating vendors to purchase products. This is an incentive for patrons to bike to the market.
4. Approval of Minutes – August 19, 2015, Motion by Erin Schoop to approve minutes, seconded by Courtney Greve-Hack, motion passed, minutes approved.
5. Church Liaison Report (Jeff Peteril) - Everything is going well for the church according to Jeff Peteril.
6. Vendor Liaison Report (Jim Vitallo) – Not present
7. Chair Report (Molly McDonough-Carson) – Molly observed high school wrestlers, that were participating in their weekly bake sale, were selling baked goods outside of their booth space. Molly kindly asked them to only sell at their booth. After she spoke to some adults within their bake sale booth, the wrestlers stopped selling outside the booth.
8. Farmers' Market Liaison Report (Mike Charley) – no updates
9. Farmers' Market Manager Report (Robin Schirmer, Market Assistant)
 - a. There was a bake sale participant that didn't show up one weekend, which is unusual. Overall bake sale participants have been happy with the results of the selling baked goods at the market.
 - b. Sandhill Family farms made a request at a recent market to cook and sell bratwurst on-site. Robin communicated to Sandhill that she would communicate their request to other market staff, the commission and the



Health Department. Robin stated that they raise and process the bratwurst themselves. Molly requested that we add a question to the end-of-year vendor survey asking if vendors had any desire to cook foods on-site.

- c. Robin communicated that at the September 5 market Hardin Farms had a second truck that was parked into the aisle, and then Barry's Berries had extra fruit in the aisle also. The result was a narrower aisle than usual for patrons egress. Mike Charley mentioned that the Fire Department had communicated in the past that they wanted sufficient space in the aisle to get emergency equipment into the market. Mike will research this by contacting the Fire Department.
- d. Robin communicated that recently there were more people than usual within the market asking for petitions to be signed. Staff kindly requested that these people move outside the market boundaries.
- e. Robin communicated that there was some lightning recently and she recommended that there be some emergency preparedness training for staff and/or friends/commissioners. Staff will look into this.

10. Work Plan – The deadline for submitting the 2016 Work Plan is October 1, 2015.

The commission discussed and formulated the work plan and approved the work plan at this meeting. Courtney Greve-Hack motioned to approve, Erin seconded the motion; the motion was approved. Mike Charley will forward the approved work plan to the Village Manager's Office.

11. Committee/Project Reports

- a. Stone Soup (Soup Vendor Discussion) – Commissioners will contact local food establishments to determine if one of them can prepare the soup for the event. Jasmine Cleofe is taking the lead to facilitate the event including contacting local food establishments and renting the equipment for the event.
- b. Children's Activity Update – Courtney Greve-Hack communicated that a banner should be purchased for the children's activity tent. Courtney also communicated that the head-in-the-hole board will be a 2016 project. Courtney communicated that Ms. Clara's music from Brookfield is participating on September 26 and will do three different music sessions at the market. Finally, the OP Library will be doing story time and bringing the book bike on October 31, the same date as the Stone Soup event.

12. Old Business - none

13. New Business – Sandra Novack-Gottshall emailed Molly McDonough Carson asking Molly to mention that the market might want to consider end of day incentives, discounts, drawings, etc to encourage larger attendance at the end of the market, when attendance is lower. Robin Schirmer recommended in 2016 the market work with an outside organization to provide education to patrons on the proper use of the existing recycling and composting bins by patrons.

14. Adjourn – Motion by to adjourn by Courtney Greve-Hack, seconded by Erin Schoop, motion passed and the meeting was adjourned at 9:00 pm

Next Meeting: Wednesday, October 14, 2015 room 101, Village Hall @ 7:00 p.m.