



FARMERS' MARKET COMMISSION

Meeting Minutes

May 10, 2017

7:00PM

Village Hall – Room 101

Present: Chairperson: Sandy Novack-Gottshall; Commissioners: Todd Kuna, Erin Schoop, Mary Chris Jaklevic, Laura Lencioni, Jennifer Purrenhage, Dominic Cianciolo; Farmers' Market Staff: Robin Schirmer; Staff Liaison: Mike Charley; Vendor Liaison: Jim Vitalo; CIC Liaison: Frank Pond; Church Liaison: Jeff Petertil

Excused: Commissioners: Adam Gill, Julia Knier, Jasmine Cleofe; Manager: Kelly Katzmann;

Guest: James Robinson-Parran, Potential Commissioner

1. Call to Order @ 7:05 pm
2. Agenda Approval: first by Jaklevic, second by Cianciolo, approved
3. Public Comment: Frank Pond reminded the commission that the Village's Volunteer Appreciation event is May 31. James Robinson-Parran is participating in this meeting as a potential Farmers' Market commissioner.
4. Approval of Minutes: April 12, 2017, first by Cianciolo, second by Jaklevic, approved
5. Church Liaison Report (Jeff Petertil): Church is good to go with their donut operation and is ready for the first Farmers' Market date.
6. Vendor Liaison Report (Jim Vitalo): Provided that he had spoken to farmers and several of them have had a hard time planting corn seed because of rains. This may affect when corn is brought to the market.
7. Chair Report: Sandy Novack-Gottshall
 - a. Thanks for sign-ups/volunteers: Novack-Gottshall thanked Farmers' Market staff for getting everything prepared for this year's market. She also thanked those commissioners that have signed up to volunteer at the market and encouraged those who have yet to sign up to do so.
 - b. Update on Lake Street Theater Marquee: Lake Street Theater will be running Farmers' Market signage on the marquee during the first week of June.
 - c. Update on Leaflet: The leaflet complete and will be printed and be ready for distribution soon.
 - d. Update on Food Demos: In addition to Illinois Dieticians, Winnberie's has communicated their interest to participate twice this year.
 - e. Invitation to Opening Day Market Breakfast: Commissioners are welcome to participate in the breakfast.
 - f. Reminder: Volunteer Appreciation Night, May 31st
8. Farmers' Market Liaison Report (Mike Charley)

- a. Staffing updates: Charley communicated that the current Market Manager Kelly Katzmann submitted her resignation effective June 30. Two new Farmers' Market Assistants received their offer letters today. If they sign the offers, they will be ready for the first market date May 20. The Market Manager position should be filled prior to June 30 also.
9. Farmers' Market Manager Report (Robin Schirmer)
- a. 2017 Application Review/Updates: Two vendors left from last year, four new vendors gained for 2017: Finn's Ranch, Midnight Sun, Capraio Goat Cheese, 1871 Dairy. Also have a guest vendor spot this year, with at least 3 vendors that have confirmed interest in being a guest vendor thus far.
 - b. Ordinance Amendment: Vendor Fee Schedule: No updates, tabled till later.
10. Committee/Project Reports
- a. Friends Recruitment Event: Purrenhage communicated that the Friends Recruitment Event is scheduled for May 11, 2017 at the Oak Park Library.
 - b. Go Green Days: Jaklevic communicated that everything is set for Go Green Days.
 - c. Pie Baking Contest: Novack-Gottshall communicated that there has been a change of date due to better fruit availability. Event moved to September 2, 2017.
11. Old Business: None
12. New Business
- a. Shawnash Event: Schirmer noted that May 19, the night prior to Market, there is a fundraising event for the Shawnash Institute, an open house at Warren Bakker's residence. Shawnash is the organization that donates money for issuing double coupons at the market.
13. Adjourn @ 7:42 pm: first by Schoop , second by Jaklevic

Next Meeting Wednesday, June 12, 2017, 7-9 pm, Room 101, Village Hall