



FARMERS' MARKET COMMISSION
Meeting Minutes
October 11, 2017
7:00PM
Village Hall – Room 101

Present: Chairperson: Sandra Novack-Gottshall; Commissioners: Dominic Cianciolo, Adam Gill, Mary Chris Jaklevic, Julia Knier, Todd Kuna, Laura Lencioni Jennifer Purrenhage, James Robinson-Parran; Staff Liaison: Mike Charley; Market Manager: Colleen McNichols; Church Liaison: Karen Migneault

Excused: Commissioners: Vendor Liaison: Jim Vitalo; CIC Liaison: Frank Pond; Church Liaison: Jeff Petertil

1. Call to Order @ 7:00 pm
2. Agenda Approval: Approved, first by Robinson-Parran, second by Lencioni
3. Public Comment: None
4. Approval of Minutes – September 13, 2017: Approved, first by Cianciolo, second by Robinson-Parran
5. Church Liaison Report (Karen Migneault): The church accessible bathrooms were discussed. There was discussion on the fact that the women's bathroom doesn't provide sufficient privacy. Commissioners and staff communicated that they have received complaints from vendors, specifically women vendors regarding the lack of privacy. There was some discussion that an option is to provide some sort of lock on the main bathroom door to make it so that the bathroom is secure for one person to use the bathroom at any one time.
6. Vendor Liaison Report (Jim Vitalo): Not present. There was some discussion of replacing the vendor liaison, not because Jim hasn't been a great liaison, but because Jim can no longer drive at night which makes his attendance hard for night meetings.
7. Chair Report (Sandy Novack-Gottshall)
 - a. Volunteers for Stone Soup are needed for October 28.
 - b. Update that Dina Ross, soon to be commissioner will be appointed on October 16.
 - c. Parking Garage repairs at the school started on October 4. No customer complaints were received by staff at last week's market.
 - d. There will be an attendance survey conducted on October 28.
 - e. Diversity Statement: Commissioner Adam Gill creating a draft of a Diversity Statement for review by the Farmers' Market Commission. The Diversity Statement was handed out at the meeting and Gill presented the draft statement. The Diversity Statement will be amended and submitted to Village staff including the Village Law Department for their review prior to the Commission voting on adding the Diversity Statement/Provision to the market rules and/or Farmers' Market ordinance.
8. Farmers' Market Liaison Report (Mike Charley): No comments
9. Farmers' Market Manager Report (Colleen McNichols)
 - a. Market Survey: Colleen has been working on the vendor survey, including vetting the draft survey with Mike Charley and Sandy Novack-Gottshall. Colleen will email the draft

survey to the commissioners as soon as tomorrow and asked for their prompt review and comments, so that the survey can be completed.

- b. Wireless Processing Sales: Colleen communicated that she has a strong opinion to continue to process credit/debit at the market booth. The primary reason is that if we only accepted LINK that there may be some stigma for LINK customers.
- c. Disposable bags: Julia Knier threw out the idea of vendors selling reusable bags with their farm logo. Colleen McNichols is looking for grant monies to purchase compostable bags. Todd Kuna asked that survey questions be added to help gather information regarding current plastic bag usage and questions regarding vendors selling reusable and/or compostable bags. James Robinson-Parran questioned how LINK customers would purchase the compostable bags, presumably with limited income. This is something to consider in the discussion.

10. Committee/Project Reports

- a. Stone Soup: Cianciolo communicated that Stone Soup is moving forward as planned. Burners are being purchased for the event; the propane tanks will be rented.
- b. SnapChat Stone Soup Filter: Kuna communicated that the Stone Soup SnapChat filter will be activated and be available at the Stone Soup event date.
- c. Kuna communicated that Stomp & Shout is participating this upcoming weekend.
- d. Kuna communicated that the Book Bike is participating at the last market on October 28.
- e. Volunteers: Purrenhage handed out a sign-up sheet that can be used to sign up new volunteers at the information booth.
- f. Novack-Gottshall communicated that a Market Attendance survey was conducted on September 23; 3,677 was the estimate attendance.

11. Old Business

- a. Knier recommended that customers are provided with an opportunity to sign up for Village residential composting at the Farmers' Market. Compost containers can be shared with neighbors according to Lencioni.

12. New Business: None

13. Adjourn @ 8:22 pm, first by Purrenhage, second by Cianciolo

Next Meeting Wednesday, November 8, 2017, 7-9 pm, Room 101, Village Hall