



FARMERS' MARKET COMMISSION  
Meeting Minutes  
March 14, 2018  
7:00PM  
Village Hall – Room 215

Present: Commissioners: Mary Chris Jaklevic, Julia Knier, Todd Kuna, Laura Lencioni, Jennifer Purrenhage, Dina Ross; Staff Liaison: Mike Charley; Market Manager: Colleen McNichols

Excused: Commissioners: Dominic Cianciolo, James Robinson-Parran; CIC Liaison: Frank Pond; Church Liaison: Jeff Petertil; Vendor Liaison: Frank Damiano

- 1) Call to Order at 7:05 pm
- 2) Agenda Approval : Approved, first by Jaklevic, second by Ross
- 3) Public Comment: None
- 4) Approval of Minutes – February 14, 2018: Approved, first by Ross, second by Purrenhage
- 5) Church Liaison Report (Jeff Petertil): None – Charley related that Jeff submitted an email prior to the meeting, no decisions have been made by church on restrooms at this point.
- 6) Vendor Liaison Report (Frank Damiano): None
- 7) Chair Report (Interim Chair Laura Lencioni): Lencioni communicated that she is interested in the Chair position and has communicated this to the Village. See more below under 8c.
- 8) Farmers' Market Liaison Report (Mike Charley)
  - a) Ordinance Update: Charley communicated that the ordinance will be submitted for Board Review. It will be up to the Board and Village Manager's office when their schedule will permit the first reading of the ordinance.
  - b) Employee Update – FM Assistants: Charley communicated that the job requisitions are in and staff will be hired prior to the market.
  - c) Chair Update/Discussion: Lencioni communicated that she has nominated herself as the next Commission Chair. Charley communicated that the Village Clerk is aware and the next step in the process is for Lencioni to be officially appointed through the Village Board. Lencioni will act as "Interim" Commission Chair until her appointment.
- 9) Farmers' Market Manager Report (Colleen McNichols)
  - a) McNichols communicated the following:

- i) She found an organic blueberry vendor that is interested in vending at the market.
- ii) American Pride (greens) has expressed interest in participating in the entire season.
- iii) Severson Farms (grains) has applied for an annual permit.
- iv) There have been a number of persons (chefs) interested in chef demos for 2018.
- v) Vendor applications are rolling in and being reviewed.
- vi) Vendors are looking to hire seasonal help. The church is helping advertise the positions. Purrenhage requested that the information regarding the seasonal help be emailed out to commissioners.
- vii) Staff will help with A Day in our Village (@ Commissioner booth)
- viii) Plastic Bags @ the Farmers' Market – More information to be shared at a future commission meeting. Knier asked if “adoption rates” can be requested in regarding to how many bags the stores are using now compared to prior to the plastic bag ordinance.
- ix) Food Demos: It was discussed that food demo management is primarily a staff responsibility. They will be approved based on space availability.

#### 10) Committee/Project Reports

- a) Children's Activities: Ross communicated that all the Kid's Day Activities are listed on a Google Doc for sharing. Currently there is a Kid's Activity Magical Minds Studio scheduled for the same date as the Corn Roast. McNichols communicated that because of this Magical Minds Studio must be moved to a different market date. Ross will reach out to Magical Minds Studios and ask if she'd like to participate in one of the first two weeks of the market. If not, McNichols will look at the market schedule and offer Magical Minds some alternate date.
- b) Sustainability Activities at Market: Knier communicated that she would help organize and manage any sustainability activities at the market. A conversation between Knier and new Sustainability Coordinator Mindy Agnew may be beneficial.
- c) Friends: Purrenhage communicated that she will be creating a sign-up genius for volunteers as soon as she confirms the market schedule of events with McNichols. She is finalizing the volunteer description sheet to handout at the Volunteer Recruitment night.

#### 11) Old Business

- a) Go Green Days Discussion: The commission agreed to continue Go Green Days with an emphasis on environmental initiatives that pertain to sustainability, agriculture, food education and food consumption. Knier to reach out to Mindy Agnew, Village Sustainability Coordinator to seek Mindy's input on Go Green Days. Knier to provide additional information and ideas regarding Go Green Days at the next market meeting.
- b) Attendance Survey: The commission agreed that surveying attendance is optional.
- c) Group bike event: Jacklevic proposed organizing a group bike ride to the market at some point during the market season to encourage people to bike to the market.

#### 12) New Business: None

#### 13) Adjourn at 8:27 pm, first by Ross, second by Kuna

Next Meeting Wednesday, April 11, 2017, 7-9 pm, Room 101, Village Hall