



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

Present: Chairperson: Molly McDonough Carson; Commissioners: Erin Schoop, Jasmine Cleofe, Dominic Cianciolo, Todd Kuna, Sandy Novack-Gottshall, Jennifer Purrenhage, Julia Knier, Mary Chris Jaklevic; Farmers' Market Staff: Kelly Katzmann, Betsy Kelly, Robin Schirmer; Staff Liaison: Mike Charley

Excused: Commissioner Jasmin Cleofe, Adam Gill; CIC Liaison: Frank Pond; Vendor Liaison: Jim Vitalo; Church Liaison Jeff Petertil

- 1) Call to Order @ 7:02 pm
- 2) Agenda Approval: agenda approved, first by Jaklevic, second by Kuna
- 3) Public Comment: Two guests observed the meeting Patrick Schmelz & Laura Lencioni
- 4) Approval of Minutes – November 9, 2016: minutes approved, first by Cianciolo, second by Jaklevic
- 5) Church Liaison Report (Jeff Petertil): Jeff Petertil emailed Mike Charley prior to the meeting. Charley read Petertil's email which included information about the church doing exterior work this summer, which should not interrupt the farmers' market.
- 6) Vendor Liaison Report (Jim Vitalo): Excused, no comments
- 7) Chair Report: McDonough Carson communicated that Mayor Anan Abu-Taleb has nominated Sandy Novack-Gottshall to be the next chair of the Farmers' Market Commission. Sandy has accepted the nomination. Her term as chair will start on/around April 7, 2017. McDonough Carson also mentioned that she wanted to make sure that Farmers' Market information was included in the Oak Park FYI that is distributed just prior to the Market start date of May 20.
- 8) Farmers' Market Liaison Report (Mike Charley): Charley congratulated and thanked Sandy for accepting the chair position and mentioned that the Village would need to hire a new Farmers' Market Assistant which will be accomplished prior to the start of the market.
- 9) Farmers' Market Manager Report (Kelly Katzmann): Katzmann communicated that because of a conflict with her personal schedule and the commission's regularly scheduled Wednesday night meeting, Farmers' Market Assistants may be attending commission meetings moving forward if she cannot attend herself. Katzmann confirmed

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with church staff that vendors can use the church's first floor bathroom, in lieu of using the day care (smaller) bathrooms. Katzmann briefly discussed the vendor survey results by providing key highlights from the survey. Katzmann communicated that she had emailed the survey results to the commissioners just prior to this meeting and she asked commissioners to review the survey prior to February's commission meeting.

Katzmann polled the commissioners regarding whether the market should continue to process credit and debit cards at the market booth. After some discussion, the commissioners' consensus was to continue credit/debit processing in 2017.

Katzmann provided some background information on the 2017 vendor application and showed the commissioners a draft version on the "white board". The commissioners provided some recommendations including how to format the section on vendor product listing. Katzmann will finalize the application and post it soon on the Village website.

McDonough-Carson voiced her opinion that the market could use a greenhouse vendor that is similar to Ted's Greenhouse.

Robin Schirmer, FM Assistant communicated that the Rules of Operation and Farmers' Market ordinance are out of date on the Village's Farmers' Market website.

Schirmer also communicated that there are two upcoming Faith in Place Winter's Farmers' Markets scheduled in Oak Park, one on February 4 and one on March 18.

10) Committee/Project Reports: None, tabled until February meeting.

11) Old Business: None

12) New Business: None

13) Adjourn @ 8:57 pm, first by Novack Gotshall, second by Kuna

Next Meeting Wednesday, February 8, 2017, 7-9 pm, **Room 130**, Village Hall

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