

FARMERS' MARKET COMMISSION
Meeting Minutes
March 11, 2020
7:00PM
Village Hall – Room 102

Present: Laura Lencioni (Chair), Dominic Cianciolo, Myndi Devore, Rachel Hahs, Julia Knier, James-Robinson-Parran, Jennifer Purrenhage, Dina Ross, Jill Stewart, Liz Stolfa, Katie Weaver; Staff Liaison: Mike Charley; Market Manager: Colleen McNichols; CIC Liaison: Frank Pond; Vendor Liaison: Frank Damiano; Guest: Gabe Vijuk

Excused: Commission: Church Liaison: Jeff Petertil

- 1) Call to Order @ 7:05 pm
- 2) Agenda Approval: Approved, First by Purrenhage, Second Robinson-Parran
- 3) Public Comment:
- 4) Approval of Minutes: February 12, 2020: Approved, First by Ross, Second by Knier
- 5) Church Liaison Report (Jeff Petertil): No updates.
- 6) Vendor Liaison Report (Frank Damiano): No updates
- 7) Chair Report (Laura Lencioni):
 - a) Lencioni contacted Lake Theatre to add message to the marquee.
 - b) Lencioni communicated that there is a Procedure Module for Boards and Commissions available on the Village's website. She recommended that commissioners review the manual.
- 8) Farmers' Market Liaison Report (Mike Charley): Charley communicated that all three Farmers' Market Assistants have communicated they intend to return.
- 9) Farmers' Market Manager Report (Colleen McNichols)
 - a) Vendor Updates:
 - i) McNichols presented a survey she completed on market times.
 - ii) McNichols communicated that the goal is to have weekly kid's activities in 2020 vs every-other-week schedule.
 - iii) McNichols communicated that having more chef demos is the goal for 2020.
 - iv) McNichols is in contact with a professional graphic artist to create a new Farmers' Market logo
 - v) McNichols presented information about prepared foods surveys. Prepared foods monthly vendors: It was discussed allowing vendors to prepare foods once/month or four weeks in a row. Colleen will ask the vendors if they prefer 4 weeks in a row or scheduling the dates one per month (four total dates).
 - (1) Microgreens
 - (2) Raclette: Hot Cheese Sandwich

- (3) Finn's Ranch: Brats and Sausage
- (4) Katich Bread: Sandwich
- (5) Smits: Maybe in July do something

b) McNichols communicated that there will be construction on Lake Street, Colleen met with Village Engineers and the work is scheduled so that it will not affect the market day operations.

10) Committee/Project Reports

- a) Special Event Dates, Commissioner Chair Committee Assignments/Responsibilities
 - i) Blog Stories: Jill communicated that there are commissioners signed up to write the vendor/farmers' market blog stories. There will be stories at least once per month.
 - ii) Go Green Days: Knier sent out a first email to participants. Five organizations have committed to participating.
 - iii) Earthfest: April 18. Purrenhage to register on behalf of the Farmers' Market.
 - iv) Volunteers: Purrenhage will be testing sign-up genius to see if will text messages. She continues to work with the software in preparation for the 2020 season.

11) Old Business: None

12) New Business: James Robinson-Parran communicated that he will be leaving the commission effective immediately.

13) Adjourn @ 8:01 pm, first by Stewart, second by Cianciolo

Next Meeting Wednesday, April 8, 2020 7-9 pm, Room 101, Village Hall