

MOSCOW FARMERS MARKET COMMISSION



Jamie Hill
Chair

~Agenda~

Amanda Argona
Staff Liaison

<https://www.ci.moscow.id.us/362/Farmers-MarketCommission>

Tuesday, January 7, 2020

4:00 PM

**Council Chambers
206 E. 3rd St.**

WELCOME AND ATTENDANCE

REGULAR AGENDA

1. Mission of the Moscow Farmers Market

The Moscow Farmers Market celebrates life on the Palouse by providing the community with the opportunity to buy and sell locally farmed and/or created agricultural products (e.g., crops, meat, cheese, wine, etc.), distinctive handmade goods, artisan pieces, and original recipe cuisine. This venue is meant to encourage and support sustainable economic, social and environmental practices.

2. Approval of Farmers Market Commission December 3, 2019 Minutes (ACTION ITEM)

3. Public Comment and Response to Previous Comments (limited to 10 minutes)

Members of the public may speak to the Commission regarding matters NOT on the agenda or currently pending before the Farmers Market Commission. Please state your name and address for the record and limit your remarks to three (3) minutes.

4. Farmers Market Commission Elections (ACTION ITEM)

Love and Hill accepted their nominations for Vice-Chair and Chair, respectively.

PROPOSED ACTIONS: Accept the proposed nominations or take other such action deemed appropriate.

5. Annual Vendor Orientation – Love and Argona (10 minutes)

There is interest between staff and commission members to create a stronger sense of camaraderie amongst vendors by providing light refreshments and requesting vendors to participate in an optional potluck. Staff has a small budget available for catering the required Vendor Orientation, as well as recognize vendors for their years of dedication. As a reminder Commission member attendance is requested and required at this event to assist with check-in and introduce the Commission to vendors. Suggestions are welcome at this time.

6. 2020 Craft and Food Jury Dates (ACTION ITEM) – Argona (10 minutes)

Due to the WSFMA Conference and room availability, the Community Events Manager is proposing hosting two Craft and Food Juries for the 2020 season. Suggestions are:

Friday, March 6 – Fiske Room Only (limit to 10 sign-ups)

Friday, March 6 – Fiske Room & Arts Room with adjusted timeline of 12:00 to 3:00 p.m. (15 sign-ups)

Friday, March 27 – Fiske Room & Arts Room with normal timeline of 3:00 to 6:00 p.m. (15 sign-ups)

PROPOSED ACTIONS: Review and determine Craft and Food Jury dates for the 2020 season or take such other action as deemed appropriate.

7. Prospective Vendor Request for Exemption from Craft & Food Jury Process (ACTION ITEM) – Argona (10 minutes)

The Market received a request from a vendor in Juneau, Alaska who is moving to Potlatch, Idaho on May 3, 2020 to start a small farm business. As an alternative to the Craft & Food Jury process, the vendor has requested if the Market would consider letters of recommendation from market managers at markets they currently sell at, in addition to photos of their booth display, and product samples. If selected, the prospective vendor indicated that they would fly down for the Annual Vendor Orientation in April. The products include handmade soaps, solid lotion bars, and lip balms. They indicated that when their market garden is established they are interested in selling produce in the 2021 season.

PROPOSED ACTIONS: Accept alternative to the Craft and Food Jury process or deny alternative to the Craft and Food Jury process, or take such other action as deemed appropriate.

8. Washington State Farmers Market Association Conference (ACTION ITEM) – Argona (10 minutes)

The Farmers Market Commission has funds available for training and conferences. The WSFMA Conference is one opportunity identified by staff and the Commission for members to attend. This year's WSFMA Conference takes place in Tacoma, WA.

Conference costs

- 2/20, Thursday: Farmers Market “Boot Camp” for Market Managers & Board Members that sets new and returning market leaders up with the strong foundation they need to hit the ground running – \$60 includes lunch
- 2/21, Friday through 2/22, Saturday: Conference with market-specific workshops and networking with peers from the Pacific Northwest – \$260 includes some meals

Lodging costs

- Hotel Murano: \$149/ night (double occupancy)
- Travel costs
- Fuel: \$100
 - Other/misc.: \$50

Total estimated costs: ~\$750/commission member

Total Farmers Market Commission budget: \$2,000 (\$1,500 development; \$500 promotional)

PROPOSED ACTIONS: Select a Farmers Market Commission member to attend the WSFMA Conference using Commission budget or take such other action as deemed appropriate.

9. Policy Sub-Committee Update (ACTION ITEM) – Love, Kingsland, and Muneta (30 minutes)

The Policy Sub-Committee meets each year to review current policies. The purpose of the sub-committee is to eliminate and remove redundancy where necessary; clarify and more explicitly state policies where necessary; discuss revision/additions, all while keeping the policies aligned with the mission and vision of the market. The sub-committee has met twice and completed its first set of revisions.

PROPOSED ACTIONS: Review current proposed revisions and accept as presented or take such other action as deemed appropriate.

REPORTS

ANNOUNCEMENTS

1. Farmers Market Commission representation required

- March/April 2019 – Love Your Farmer, Love Your Food (requested, not required)
- Thursday, April 9, 2019 – Annual Vendor Orientation

2. Proposed Items for Future Agendas

Commission members may email Amanda Argona (aargona@ci.moscow.id.us) to propose future agenda items for discussion.

3. Farmers Market Commission Regular meeting February 4, 2020 at Moscow City Hall in the Council Chambers.

ADJOURN

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