

MOSCOW FARMERS MARKET COMMISSION



Jamie Hill
Chair

Agenda

Amanda Argona
Staff Liaison

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

2021 Craft & Food Jury subcommittee

Colette DePhelps, University of Idaho Extension Rep.

Kelly Kingsland, Produce Vendor Rep.

Kerry Morsek, At-Large Rep.

Stu Scott, Crafts Vendor Rep.

Tues., Feb. 23, 2021

10:00 AM

Council Chambers
206 E. 3rd St.
Zoom

WELCOME AND ATTENDANCE

REGULAR AGENDA

1. Review Strategic Plan item "Market Integrity Threatened by Lacks of Clear Policies"
2. Community Events Manager Report
 - a. Number of Vendors affected by re-jury
 - b. General feedback and questions from Vendors
 - c. Farmspread utilization, if any (i.e. am/pm availability)
3. Review current Craft & Food Jury process and standards for needed adjustment
 - a. Use of Submittable for collection of materials
 - i. Vendor Statement
 - ii. Sourcing List (materials & ingredients)
 - iii. Booth Layout (Food only)
 - iv. Food Risk Assessment or License (Food only)
 - v. Packaging examples (Food only)
 - b. Required items as part of Table Display
 - i. Menu/pricing list (not exhaustive, but representative)
 - c. Jury Timelines (timeline tied to number of participants accommodated; average of 6 mins. per participant)
 - i. Set-up – 1 hour
 - ii. Judging – 1.5 hours
 - iii. Pick-up – 30 mins.
4. Determine re-jury grouping criteria. Examples:
 - a. Product type
 - b. Vendor location

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- c. Alphabetical, last name
- d. Alphabetical, DBA name
- e. Years in attendance

5. Next meeting: TBD if needed

a. Prospective Vendors

- i. Friday, March 5, 9 a.m. – 12 p.m.
- ii. Friday, March 12, 3 p.m. – 6 p.m.
- iii. Friday, March 26, 3 p.m. – 6 p.m.

b. Current Vendors – TBD

NOTICE: Moscow City Council and committee meetings are televised, videotaped and/or recorded. Individuals attending the meeting who require special assistance to accommodate physical, hearing, or other impairments, please contact the City Clerk, at (208) 883-7015 or TDD 883-7019, as soon as possible so that arrangements may be made.