

# MOSCOW FARMERS MARKET COMMISSION



Jamie Hill  
Chair

~Minutes~

Amanda Argona  
Staff Liaison

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

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**Tuesday, May 4, 2021**

**4:00 PM**

**Council Chambers**

**206 E. Third St.**

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Meeting called to order at 4 p.m.

PRESENT: Jonathan Rau (Virtual), Jamie Hill (Chair), Mackenzie Lawrence (Vice Chair), Ryan Lazo, Kerry Morsek, Sam Martinet, Stu Scott, Colette DePhelps

ABSENT: None

OTHER: Art Bettge (Council Liaison)

STAFF: Amanda Argona (Community Events Manager), Kelsey Manning (Administrative Specialist)

## **REGULAR AGENDA**

### **1. Reading of the Mission Statement**

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.

The mission statement was read by Bettge.

### **2. Approval of Farmers Market Commission April 6, 2021 Minutes (ACTION ITEM)**

Scott moved, Lawrence seconded to approve the April 6, 2021 minutes.

Roll Call Vote: Ayes: Unanimous. Nays: None. Abstentions: None. Motion carried.

### **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 Commission. Please state your name and address for the record and limit your remarks to three (3) minutes.

#### 4. Future meeting date conflicts

Due to the 2021 calendar year, the following dates conflict with staff's seasonal schedule. The meeting time of 4 to 5:30 p.m. will hold for any selected reschedule date.

Regular meeting Tues.,  
Jun. 1 ○ **Wed., Jun. 2** ○  
Thurs., Jun. 3 ○ Fri., Jun.  
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- Regular meeting Tues., Jul. 6 ○ **Wed., Jul. 7** ○  
Fri., Jul. 9
- Regular meeting Tues., Sep. 7 ○ **Wed., Sep. 8** ○  
Fri., Sep. 10

Unanimous decision to move Tuesday Commission meeting conflicts to the closest Wednesday

#### 5. Subcommittee assignments – Argona

Subcommittees meet outside of regularly scheduled Commission meetings to focus on specific aspects of the Moscow Farmers Market or pursue special projects to the Commission.

Commission members may be asked to assist with a subcommittee they are not regularly assigned to on an as needed basis when requested by staff.

To provide balance and a shared workload, a maximum of four Commission members will be assigned to each subcommittee, with each Commission member assigned to a maximum of two subcommittees. Subcommittees are active on a seasonal basis.

- **Policies** (typically active in Fall; pending early activation) ○ Lazo, 2020
- **Craft & Food Jury** (active May 17, 10 – 11:30 a.m., 19, 4 – 5:30 p.m. and 21, 4 – 5:30 p.m. for first re-jury)
  - DePhelps, 2019
  - Morsek, 2020 ○
  - Scott, 2020
- **Branding** (active and ongoing) ○ DePhelps, 2019 ○ Hill, 2019 ○ Martinet, 2021
- **Fees** (not active) ○ Morsek, 2020 ○ Scott, 2020
- **Site Visits** (active through July 2021) ○  
DePhelps, 2019 ○ Hill, 2019 ○ Lawrence, 2020

Argona reviewed subcommittee assignments with Commission members. The following changes were made:

- Lawrence and Morsek were added to the Policies Subcommittee.
- Martinet and Rau were added to the Craft and Food Jury Subcommittee. DePhelps and Morsek stepped down.
- Scott was added to the Branding Subcommittee.

DePhelps expressed concern about having new Subcommittee members on the Craft and Food Jury and requested that a training take place for the new members. Morsek volunteered to stay on for the month of May during the first round of re-juries to guide new members. It was determined that new Subcommittee members arrive by 9:30 am on Monday, May 17 for a brief training and overview of the Craft and Food Jury process.

Lawrence inquired about the Branding Subcommittee's tasks now that the designer was selected. Argona and Hill commented that the Branding Subcommittee would focus on maintenance and special requests beyond this year, and that will meet during this year's design period for check-ins with staff and the designer.

Discussion ensued about the Fees Subcommittee now that a comprehensive proposal has been accepted for annual increase review. Argona stated that it is likely the Fees Subcommittee may not be active for a bit. She and DePhelps suggested that a special project subcommittee may be formed in honor of the Market's 50th anniversary approaching.

## **6. 2021 Craft & Food Juries Report – Argona**

Attached for the Commission's review is a report regarding Craft and Food Jury participants reservations such as months of submission, total number of participants, scoring, and location.

Argona shared the number of new vendors who received qualifying scores. The majority of new vendors are based in Latah and Whitman counties.

Hill wants to continue to see data like what was presented in the future. Hill stated that she would like future data on type of food or craft, to understand differences.

Scott again expressed his concern about the local sourcing on the scorecard and advocated for a Not Applicable column. Morsek stated subcommittee members take into consideration a Vendor's ability to source materials locally when it makes sense. DePhelps said that vendors are still able to receive a qualifying score even if they don't score well in certain criteria. She stated that Scott's statements are a conflict of interest since he is a Craft vendor impacted by that criteria. Hill said acknowledged Scott's concerns and indicated that the Commission and the Craft and Food Jury subcommittee will continue to monitor the new system. Argona expressed her concern for the addition of a Not Applicable column and feels it has the potential for Vendors to argue their way out of criteria.

DePhelps stated that those who don't receive a qualifying score tend to score low in many of the criteria categories.

Lazo clarified how to review data as those who made it in by score.

## **REPORTS**

### **1. Site Visit Subcommittee – Hill, Lawrence, DePhelps, and Argona**

- a. Friday, April 23 - Nez Perce County**
  - i. Adorn Flower Farm, Lewiston**
  - ii. Stewart Family Farm, Lewiston**
  - iii. Winchester Ridge Farm, Winchester**
- b. TBD May – June**
  - i. Healthy Harvest Farm, Moscow**
  - ii. Smoot's Flavor Farm, Pullman**
  - iii. Viola Gardens, Viola**

- iv. Flannigan Creek Flower Farm, Viola
- v. Wing Over Farm, Moscow
- c. TBD July 20-23
  - i. Ten BlueBird Acres, Kooskia
  - ii. Flowers! By Roxanne, Troy
  - iii. L&K Cattle Ranch, Deary (tentative)
- d. TBD
  - i. The Herd 5C, Ritzville ii. Frisson Farms, Rosalia

Morsek asked what Stewart Family Farm brings to market. Argona said they are a new vendor who will be bringing fresh produce like melons, corn, greens, tomatoes, etc.

DePhelps shared that Winchester Ridge Farm is focused on bringing sheep sausage and cuts of meat, but hopes to also provide fiber, pelts, and other sheep products.

## ANNOUNCEMENTS

### 1. Farmers Market Commission representation required

Sat., May 8, 2021, 9 am to 12 pm – Moscow Farmers Market tabling

Sat., Aug. 7, 2021, 9 am to 12 pm – Moscow Farmers Market tabling Sat.,

Oct. 30, 2021, time TBD – Halloween Costume Contest

Hill asked who could attend the Saturday table from 9 a.m. -12 p.m. Lazo and Lawrence both confirmed their availability. Hill requested that staff have spare handbooks to pass out to community and Lazo asked for QR code that links to the Farmers Market webpage on the City of Moscow website.

### 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 Wednesday, June 2, 2021 at Moscow City Hall in Council Chambers

**Meeting adjourned at 5:10 p.m.**

**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.

Minutes Approved On  
June 2, 2021  
*Kelsey Manning*  
(Clerk Signature)