

MOSCOW FARMERS MARKET COMMISSION



Jamie Hill
Chair

~Agenda~

Amanda Argona
Staff Liaison

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

Tuesday, January 4, 2022

4:00 PM

**Council Chambers
206 E. Third St.**

WELCOME AND ATTENDANCE

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.

2. Approval of Farmers Market Commission December 7, 2021 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 Commission. Please state your name and address for the record and limit your remarks to three (3) minutes.

4. Farmers Market Commission Officer Elections (ACTION ITEM)

Commission members may nominate another member or self-nominate for the positions of Chair and Vice-Chair.

Hill and Lawrence were nominated for the positions of Chair and Vice-Chair respectively at the Nov. 2 meeting.

PROPOSED ACTIONS: Elect officers or take such other action as deemed appropriate.

5. Policies Subcommittee Report– Lawrence, Morsek, Parker and Argona

The Policies Subcommittee met on Fri., Dec. 17 to review revision proposals to the 2021 Vendor Handbook. This subcommittee serves as the initial revisionists of the Vendor Handbook by suggesting and updating policies to ensure they are in line with Market operations.

The Subcommittee is proposing revisions to the following policies:

- Becoming a Market Vendor Page 11. Item 4.
- How to Become an Approved Vendor Page xvi. Appendix 6

- Vendor Production and Location Rule Page 11. Item 2.
- Setup Page 18. Item 19.

The Subcommittee is proposing no revisions to the following policies:

- Vendor Merchandise Page 16. Item 4.
- Public Health Management Page 16. Item 5.

To accommodate the holiday travel season, Vendors have been notified to provide feedback by Mon., Jan. 31. The proposed revisions will be an action item for the Commission at the Feb. 1 meeting, and any Vendor feedback will be presented at this time. The Policies Subcommittee does not intend on meeting again before the February meeting unless discussion at today's meeting warrants it.

6. Moscow Farmers Market poster (ACTION ITEM) – Argona

The following timeline is proposed for this year's Moscow Farmers Market poster. Staff has budgeted \$500 for the art purchase contract of the final selected artwork, which will become property of the City of Moscow and welcomed into the City's Portable Art Collection. Selected artwork will become the focal point of the poster.

- Jan. – Call for artwork opens; artwork submitted through Submittable
- Feb. 23 – Submission deadline
- Mar. 1 – Farmers Market Commission selects finalists for public voting
- Mar. 4 – Public voting opens through Submittable
- Mar. 25 – Public voting closes
- Apr. 1 – Selected artwork and artist announced

Poster submission requirements are attached for the Commission to review.

PROPOSED ACTIONS: Accept Moscow Farmers Market poster art timeline and requirements or take such other action as deemed appropriate.

REPORTS

1. 2021 Site Visits – DePhelps, Hill, Lawrence, Argona

ANNOUNCEMENTS

1. Proposed Items for Future Agendas

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

- 2022 Handbook Revisions – February
- FY23 FMC Budget – February/March

2. Farmers Market Commission regular meeting February 1, 2022 at Moscow City Hall in Council Chambers

ADJOURN

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