

MOSCOW FARMERS MARKET COMMISSION



Jamie Hill
Chair

Amanda Argona
Staff Liaison

~Agenda~

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

Tuesday, December 7, 2021

4:00 PM

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

WELCOME AND ATTENDANCE

REGULAR AGENDA

Meeting called to order at 4:02 p.m.

PRESENT: Kerry Morsek, Collette DePhelps, Jonathan Rau, Jamie Hill (Chair), Mackenzie Lawrence (Vice Chair), Stu Scott, Claire Friedrichsen, Jenny Parker

OTHER: Art Bettge (Council Liaison)

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

ABSENT: Sam Martinet

Friedrichsen introduced herself as new appointee.

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 aloud by Morsek.

2. Approval of Farmers Market Commission November 2, 2021 Minutes (ACTION ITEM)

Scott moved, Rau seconded to approve the November 2, 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. 2022 Farmers Market Commission representation – (ACTION ITEM)

In an effort to provide the Commission with adequate notice on special meetings, events, and activities, staff has compiled a list of dates where the Commission's presence is requested:

Meetings

Thurs., Apr. 7 – Vendor Orientation

Events

Jul. 2 – Fourth of July Celebration Aug. 6 – Kick-off to National Farmers Market Week
Aug. 13 – National Farmers Market Week Celebration Oct. TBD – UI Homecoming Parade
Oct. 29 – Halloween Costume Contest TBD Dec. – Light up the Season Parade

Activities (RMAs, Merchandise Sales, Tabling, etc.)

Third Saturdays

May 21 Jun. 18 Jul. 16 Aug. 20 Sep. 17 Oct. 15

PROPOSED ACTIONS: Accept 2022 special dates and opportunities, or take other such action as deemed appropriate.

Commission members decided which dates and tabling strategy for 2022. As event dates approach, members will volunteer. The Commission unanimously decided to not attend the Light up the Season Parade.

DePhelps asked if the suggested dates were similar to previous RMA (Rapid Market Assessment) dates. Argona indicated she did not look at previous RMA dates. DePhelps said for consistency and data collection purposes, aligning 2022 dates with previous RMA dates is best. There has not been a complete RMA since 2018 and the Commission agreed that an RMA in 2022 is beneficial. Argona asked for the Commission's preference on hosting the RMAs on the same dates as a Commission tabling event. Scott said he thinks there should be three times in the season to survey to get a full spectrum of population. He suggested combining RMA and Commission table that could include merchandise. Hill said the Commission has traditionally had a presence at the Market during the first few Saturdays in May, which has been very helpful in the beginning of the season. Lawrence expressed concern about the Commission attempting to accomplish too much on one Saturday and suggested that the RMAs be separate from other activities. She cited that at least three Commission members are unavailable on Saturdays due to their Vendor status, which leaves much of the work load to the six other members who also have time commitments. Lawrence suggested pairing selling merchandise with other outlined special events and activities such as the poster artist signing and the National Farmers Market Week Celebration. Argona said indicated she will look at previous RMA dates and schedule accordingly for 2022, with other tabling activities in between.

DePhelps moved to approve the known dates, Lawrence seconded.

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

5. 2022 Craft & Food Juries – (ACTION ITEM)

Historically, three dates have been selected for new and prospective Vendors, with a maximum of 15 participants per jury. An additional date is also selected for current vendors seeking to add products outside the scope of their normal offerings. Pending the number of Vendors returning from 2019, additional dates are to be selected for re-juries. The 1912 Center Great Room will host all needed juries and re-juries. Available dates and times are currently as follows:

Morning juries (judging 10 to 11:30 am)

- Wed., Feb. 23
- Fri., Feb 25
- Wed., Mar. 2
- Fri., Mar. 4
- Mon., Mar. 7
- Wed., Mar. 9
- Fri., Mar. 11

Afternoon juries (judging 4 to 5:30 pm)

- Wed., Feb. 23
- Fri., Feb 25
- Mon., Feb. 28
- Wed., Mar. 2
- Mon., Mar. 7
- Fri., Mar. 11

PROPOSED ACTIONS: Assign Craft & Food Jury subcommittee members or Commission members as judges for four juries/re-juries, or take other such action as deemed appropriate.

Members discussed availability of the Craft and Food Jury subcommittee to attend 2022 juries. Discussion ensued between Scott and Rau about their availability. Martinet was absent and Argona indicated she will reach out to Martinet with the selected dates. Rau asked if there is a limit to Vendors due to Market space and if there is a limit on Vendor juries. Argona said the Tier system allows for balancing space requests and absences from Vendors on vacation, with 5th Street also available during peak season. She went out on to indicate that growers experience different freeze dates, which also opens more spaces in September. As for the number of Vendors allowed at juries, the Commission can change the number; the number has been 15 prospective Vendors per jury for a total of 45 slots. Rau asked if Argona will reach out to the subcommittee once the dates are finalized and she said yes.

DePhelps moved to approve suggested dates, Morsek seconded.

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

REPORTS

1. Craft & Food Re-Juries – Argona

Argona reported on the 2021 Craft & Food Re-Juries and upcoming ones for 2022. She referenced the attached report.

2. Policies Subcommittee – Parker, Lawrence, Morsek, Argona

Argona reported on the initial meeting by the subcommittee and stated that there is another meeting scheduled with a more in-depth report available in January and February. DePhelps requested that the word regional be added to the Market's mission statement. Argona said she believed this was an action the Commission can take without a Policies Subcommittee recommendation, but would look into protocol.

3. 2021 Site Visits – DePhelps, Hill, Lawrence, Argona

DePhelps asked to move this report to January.

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.

- Commission Officer Elections – January
- Policies Subcommittee report – January
- Alignment of Vendors and Products with current Production Location policy – January
- Annual Poster Contest timeline – January

2. Farmers Market Commission regular meeting January 4, 2021 at Moscow City Hall in Council Chambers

ADJOURN

Meeting adjourned at 5:04 pm

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