

MOSCOW FARMERS MARKET COMMISSION



Jamie Hill
Chair

~Agenda~

Amanda Argona
Staff Liaison

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

Wednesday, June 1, 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 May 3, 2022 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. Rapid Market Assessment sign-ups - Argona

The Commission voted to accept a Rapid Market Assessment as part of their scheduled activities for this year. The ideal number of volunteers needed to successfully implement an RMA are five dedicated clicker counters to click for ten-minute intervals on the hour and four individuals to monitor the dot posters and engage with the public for participation. Clicker counters will need to be at their station from 8-8:10 am; 9:10-9:20 am; 10:20-10:30 am; 11:30-11:40 am; 12:40-12:50 pm. Dot poster monitors preferably are available from 8 am – 1 pm, but may substitute for a two- and half-hour shift.

3rd & Main counter

4th & Fountain counter

4th & Playground counter

5th & Main counter

6th & Main counter

Dot Poster monitor 1

8-10:30 am

10:30 am-1 pm

Dot Poster monitor 2

8-10:30 am

10:30 am-1 pm

Dot Poster monitor 3

8-10:30 am

10:30 am-1 pm

Dot Poster monitor 4

8-10:30 am

10:30 am-1 pm

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5. Merchandise and Promotional Items (ACTION ITEM) – DePhelps, Martinet, Scott, and Argona

The Branding Subcommittee met on Thu., April 28 (all present) and May 19 (Hill absent) to discuss the first round of merchandise purchasing, with a focus on quality and cost, as well as conscientious sourcing and manufacturing of aprons, bags, and drinkware. Several options from local, regional, and North American based companies were presented, with the members selecting three reusable bag options for the Commission to consider for merchandise sales, and two apron options to consider for Commission members.

PROPOSED ACTIONS: Select one item to be purchased for the purposes of selling as merchandise or take other action deemed appropriate. Determine apron purchase(s) using the Commission's budget or take other action deemed appropriate.

REPORTS

1. Policies Subcommittee – Lawrence, Morsek, Parker, and Argona

ANNOUNCEMENTS

1. Farmers Market Commission representation required

Sat., Jul. 9, 2022, 8 am to 1 pm – RMA (customer count only)

Sat., Jul. 23, 2022, 8 am to 1 pm – RMA at the Market

Sat., Aug. 13, 2022, TBD – National Farmers Market Week Celebration

Sat., Sep. 10, 2022, 8 am to 1 pm – RMA at the Market

Sat., Oct. 29, 2022, TBD – Halloween Costume Contest (*DePhelps, Martinet, Parker*)

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 July 6, 2022 at Moscow City Hall in Council Chambers

4. Farmers Market Commission Policies Subcommittee meeting 9 am, August 11, 2022 at Moscow City Hall in Mayor's Conference Room

5. Farmers Market Commission regular meetings and holiday weekends

To avoid conflict with the adjustment to staff's seasonal Market schedule, the following alternatives are being proposed for paid holidays observed on Mondays.

- a. September 5, 2022 moved to September 6, 2022**

ADJOURN

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.

MOSCOW FARMERS MARKET COMMISSION



Jamie Hill
Chair

~Minutes~

Amanda Argona
Staff Liaison

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

Tuesday, May 3, 2022

4:00 PM

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

WELCOME AND ATTENDANCE

The meeting was called to order at 4:00 pm.

MEMBERS: Sam Martinet, Jonathan Rau, Mackenzie Lawrence (Vice Chair), Colette DePhelps, Jamie Hill (Chair), Kerry Morsek, Jenny Parker

ABSENT: Stu Scott

OTHERS: Hailey Lewis (City Council Liaison), Amanda Argona (Community Events Manager), Lauren O’Laughlin (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.

Lewis read the mission statement aloud.

2. Approval of Farmers Market Commission April 5, 2022 Minutes (ACTION ITEM)

Hill was absent from the April meeting, so she abstained from voting.

Lawrence motioned to approved the minutes, Martinet seconded. Roll Call Vote: Ayes: Unanimous. Nays: None. Abstentions: None. Motion carried.

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

No public comment offered.

4. Vendor proposal in response to 200 air-mile radius production (ACTION ITEM) - Argona

Jeff Aichele of Aichele Farms is requesting the Commission to consider a transition proposal of allowing him to bring no more than one-hundred (100) boxes of blueberries per week while in season (late June to September) for the 2022 season due to investments made in the leased property in Hillsboro, Oregon (298.67 air miles), with the understanding that this action will not apply to the 2023 season. An email thread is attached for the Commission’s review.

PROPOSED ACTIONS: Accept Vendor’s proposal for the 2022 season only or take other action deemed appropriate.

Commission members considered the timeline of events, how long Aichele Farms had been in violation of the policy, and the detriment to the Market's integrity by not addressing this issue sooner. While several members acknowledged the timing of this issue was not advantageous to the investment the Vendor had made, there was also acknowledgement of the long-standing policy that states products must be made and produced within a 200 air-mile of Moscow, ID. Discussion ensued about when the Community Events Manager was aware of the discrepancy, what may have been permitted by previous management, and possible solutions, if any.

Morsek motioned to deny the transition proposal from Aichele Farms; Martinet seconded. Roll Call Vote: Ayes: Unanimous. Nays: None. Abstentions: None. Motion carried.

5. 2022 Site Visits - Argona

Site Visits will be scheduled between May 24-26 for the following Agricultural Vendors: Cap & Stem Fungi (Moscow, ID); Undertones (Moscow, ID); Melliflora (Troy, ID); Wild River Blooms (Lewiston, ID); Two Rivers Fungi (Saint Maries, ID); Gem State Bison (Tensed, ID); Weekes Family Farm (LaCrosse, WA); Bald Butte Lavender Farm (Colton, WA)

Site visits likely to be scheduled over two days, not three. Gem State Bison has travel conflicts during the proposed dates and will need to reschedule for a separate day.

REPORTS

1. Conference Attendance – Hill, Parker, and Argona

Parker, Hill, and Argona gave an overview of the conferences they attended.

2. Branding Subcommittee – DePhelps, Hill, Martinet, Scott, and Argona

DePhelps recapped the subcommittee's meeting including the desire to focus on sustainability, ethical production, and selling durable and reusable merchandise. The subcommittee's goal is to provide merchandise not in direct competition with the Vendors (i.e. cutting boards), while upholding and aligning to the same standards as Vendors (i.e. Craft & Food Jury score card criteria).

ANNOUNCEMENTS

1. Farmers Market Commission representation required

Sat., May 14, 2022, 9 am to 12 pm – Tabling at the Market (hosting artist)

Sat., Jul. 23, 2022, 8 am to 1 pm – RMA at the Market

Sat., Aug. 13, 2022, TBD – National Farmers Market Week Celebration

Sat., Sep. 10, 2022, 8 am to 1 pm – RMA at the Market

Sat., Oct. 29, 2022, TBD – Halloween Costume Contest (*DePhelps, Martinet, Parker*)

Hill to coordinate with DePhelps and Martinet on tabling schedule for May 14. DePhelps requested that Sat. Jul. 9, 2022 as an additional day for a Rapid Market Assessment (customer count only). Commission will be seeking volunteers for this event.

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 Policies Subcommittee meeting 9 am, May 12, 2022 at Moscow City Hall in Mayor's Conference Room

4. Farmers Market Commission regular meeting June 7, 2022 at Moscow City Hall in Council Chambers

Several Commission members indicated absence for the June meeting. Rather than cancel, Argona said she will send out a poll to identify a new date and time for June.

5. Farmers Market Commission regular meetings and holiday weekends

To avoid conflict with the adjustment to staff's seasonal Market schedule, the following alternatives are being proposed for paid holidays observed on Mondays.

- a. July 5, 2022 moved to July 6, 2022**
- b. September 5, 2022 moved to September 6, 2022**

ADJOURN

The meeting adjourned at 5:36 pm.

Little Moose Prints

- Based in Troy, ID

Price:

- *All for 1 color logo* general estimates*
- *\$9 each for 100; \$13 each for 50*
- *\$16 for 100; \$19 for 50*
- Embroidered

A500:

- 7-ounce, 100% cotton twill
- Measures 22"w x 30"l
- Two waist-level patch pockets, pen pocket

A510

- 7-ounce, 100 cotton twill
- Three pouch pockets, pen pocket
- Measures 22"w x 24"l



A510

[Compare](#)

Port Authority®
Medium-Length Apron
with Pouch Pockets

Starting at **\$10.98**



A500

[Compare](#)

Port Authority® Full-
Length Apron with
Pockets

Starting at **\$10.98**

ArtBeat Inc

B110 Tote – 1 color print - \$9.73 each/6 color print - \$13.04 each

- With long 22-in. handles
- Durable 10-ounce, 100% cotton twill
- Cotton web handles with reinforced stitching
- Dimensions:15.5"h x 14.5"w x 7"d;
Approx. 1,573 cubic inches
- Can do up to a 8" x 10" logo



Ethical Swag

BEST SELLERS DEPARTMENTS SHOP

Canvas Boat Tote Bags

- 100% Cotton Canvas

Price

- \$12.49 each, min of 100, \$1,317.79 minimum
- 20 1/2" x 13" x 7 1/8" (W x H x D)
- 28" long handle

