

MOSCOW FARMERS MARKET COMMISSION



Jamie Hill
Chair

~Agenda~

Jen Pfiffner
Staff Liaison

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

Tuesday, February 5, 2019

4:00 PM

**Council Chambers
206 E. 3rd St.**

WELCOME AND ATTENDANCE

REGULAR AGENDA

1. Approval of Farmers Market Commission January 03, 2019 Minutes (ACTION ITEM)

2. Public Comment (limited to 10 minutes)

Members of the public may speak to the Commission regarding matters NOT on the agenda or currently pending before the Farmers Market Commission. Please state your name and address for the record and limit your remarks to three (3) minutes.

3. Election of Officers (ACTION ITEM)

Nomination and Election of Vice Chair.

PROPOSED ACTIONS: Nominate and elect a Vice Chair or provide direction to staff as needed.

4. 2019 Market Handbook Revisions (ACTION ITEM) – Amanda Argona

The Policy Sub-Committee has completed revisions of the 2018 Market Handbook for the 2019 Market season. The goal of the Policy Sub-Committee is to: eliminate and remove redundancy where necessary; clarify and more explicitly state policies where necessary; discuss revision/additions, all while keeping the policies aligned with the mission and vision of the market.

PROPOSED ACTIONS: Review the completed revisions and accept as presented or take such other action as deemed appropriate.

5. 2019 Market Poster Contest (ACTION ITEM) – Amanda Argona

This year marks the 42nd season of the Moscow Farmers Market. Traditionally, staff uses press releases, webpage postings, and Facebook to announce the poster contest. Last year's deadline extended until early April, which is the tentative timeframe for the Vendor orientation.

PROPOSED ACTIONS: Review last year's timeline, provide recommendations if needed, and open call to artists for the 2019 Market poster contest or take such other action as deemed appropriate

REPORTS

1. Open Projects – Amanda Argona

The Moscow Farmers Market Commission has several open projects that may need commission member assignments, updates, deadlines, etc. Staff is asking to review each item with the Commission to ensure projects are completed and staff is providing support where needed.

- Downtown Business Survey – Hill, Muneta, DePhelps
- Latah County Historical Society Oral History – DePhelps
- Farm Site Visits (6 regional tours) – DePhelps
- Craft and Food Jury Revamp – Pierce, Hill
- Comprehensive Branding – no commission member assigned; AmeriCorps members Davy Frogley liaison for project

2. Fee Recommendation Report – Amanda Argona

Staff reported on the 2018 market season to Public Works/Finance Committee on January 28 and to City Council on February 4. Included in the report were the projects and fee recommendation from the Commission. The Commission recommended a no-fee increase for the 2019 season.

3. Market Operations Report - Amanda Argona

Moscow Farmers Market operations update.

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.

- 2018 Moscow Farmers Market Rapid Market Assessments and Economic Impact report (Colette DePhelps & Steve Peterson)
- Updated Strategic Plan review (Amanda Argona)

2. Love Your Farmer, Love Your Food – 6:00 to 8:00 p.m., February 20, 2019

3. Farmers Market Commission Regular Meeting - March 5, 2019

4. 2019 Craft and Food Jury dates – Fridays, 3:00 to 6:00 p.m. on March 15, June 7, and June 28

5. 2019 Farm Site Visit Tentative Schedule – April 9 (Tu), 12 (F), 15 (M), 22 (M), 24 (W), 26 (F); May 20-23

ADJOURN

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