

MOSCOW FARMERS MARKET COMMISSION



Jamie Hill
Commission Chair
fmc@ci.moscow.id.us

Regular Meeting
~Minutes~

Amanda Argona
Staff Liaison
208-883-7132

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

Tuesday
March 5, 2024

4:00 PM

Council Chambers
206 E. 3rd St.

Meeting was called to order at 4:08 pm.

WELCOME AND ATTENDANCE

MEMBERS: Jaimie Hill (Chair), Phillip Blankenship, JT Manning, Jodi McClory, Samantha Martinet

ABSENT: Josh Larson (Vice Chair), Kassie Smith, Colette DePhelps, Gerardo Alvarez

STAFF: Amanda Argona (Community Events Manager), Laura Perrigo (Administrative Specialist)

REGULAR AGENDA

1. Mission of the Moscow Farmers Market

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.

Blankenship read the mission statement out loud.

2. Approval of Farmers Market Commission February 6, 2024 Minutes (ACTION ITEM)

PROPOSED ACTIONS: Approve minutes, amend minutes, or take such other action deemed appropriate.

Manning moved to approve the February minutes as presented. Blankenship seconded.

Ayes: Unanimous.
Motion carried.

Nays: None.

Abstentions: None.

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

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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 city of residence for the record and limit your remarks to three (3) minutes.

No public comment was made.

4. 2024 Moscow Farmers Market Poster artwork selection (ACTION ITEM)

The 2024 poster artwork submission period closed on Wed., Feb. 21. Commission members were provided the opportunity to view all qualifying submissions prior to the March meeting and score submissions using a pre-determined rubric.

Staff reviewed the Commission members' rubrics and is presenting the top finalists for public voting consideration. No more than five finalists may be selected for public voting, which opens Fri., Mar. 8 and closes Fri., Mar. 29.

PROPOSED ACTIONS: Select finalists for public voting, or take such other action as deemed appropriate.

Argona presented submitted poster artwork and noted the top scoring entries based on Commission members' completed rubrics. Discussion ensued on each submission with regard to design, skill, Market relevance, and possible logo placement. Members reviewed the five submissions with the highest scores to confirm selection.

McClory requested that the Commission consider one of the top middle school submissions as a finalist, but after further review the majority of Commission members agreed to move forward with the original selections.

Martinet moved to approve the five submissions with the highest scores to go to public vote. Blankenship seconded.

Ayes: Hill, Blankenship, Martinet, Manning.
Motion carried.

Nays: McClory.

Abstain: None.

5. Citizen Survey (ACTION ITEM)

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The City of Moscow sent out its biennial Citizen Survey featuring questions from all City Commissions. The Farmers Market Commission asked questions based on the Market's upcoming 50th anniversary to assist in guiding proposed activities to celebrate this milestone.

PROPOSED ACTIONS: Review results and select activities to focus on for 50th anniversary, or take such other action as deemed appropriate.

Argona went over the results of the survey, noting that a downtown block party and a celebratory farm-to-table dinner garnered the most interest.

The Commission discussed options for specialized merchandise, fundraising, and hosting a gallery style event either at the Third Street Gallery under the direction of the Arts Department and Moscow Arts Commission, or the Moscow Chamber of Commerce + Visitor Center. Martinet mentioned that the Chamber may be able to use some of their tourism funds if the 50th anniversary is in alignment with their "Fest City" initiative. The Commission also discussed the creation of a special 50th anniversary logo.

Manning moved to reactivate the Branding Subcommittee in support of the Market's 50th anniversary. Martinet seconded.

Ayes: Unanimous.
Motion Carried.

Nays: None.

Abstention: None.

6. Regards to Rural Conference (ACTION ITEM)

Staff has been made aware of the Regards to Rural Conference offered by Rural Development Initiatives. The Conference website states that, "Regards to Rural is a unique event for community members and leaders throughout the Pacific Northwest and beyond to discuss rural priorities, explore innovative economic models, obtain tools to make change in communities, and inspire action to help pave the way to rural vitality." This year's conference, held Apr. 19-20 in Kennewick, WA, is offering sessions on diversity, resilience, economic development and more via the downtown/Main Street lens. Chair Hill is planning on attending the conference as a Lightcast employee, but believes the conference sessions are applicable to our Market as an incubator for economic development.

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She is requesting travel per diem for fuel expenses to attend and also represent the Commission at the Conference. The City reimburses mileage on personal vehicles at a rate of .67 per mile; estimated expenses are \$201. The Commission currently has an estimated \$353 remaining in their budget for FY24.

PROPOSED ACTIONS: Approve Chair Hill's request to attend Conference and represent the Commission with travel reimbursement pending funds, or take such other action as deemed appropriate.

Hill shared that registration and lodging expenses have been taken care of, and she is only seeking fuel reimbursement if the Commission budget has remaining funds. Argona added that she spoke with Marci Miller who works for Rural Development Initiative and has served as a previous Commission member. The Conference is offered every other year and focuses on downtown revitalization and development, citing Main Street America's "Main Street Approach". Argona stated that this Conference might be one to consider alongside the Washington State Farmers Market Association and InTents Conferences due to proximity, scheduling, and costs. She also said that reimbursing Hill for travel is in support of the requested budget increase for FY25.

Martinet moved to approve reimbursing Hill for fuel expenses and meals out of the Commission's budget, pending available funds and a report at a future Commission meeting. Blankenship seconded.

Ayes: Unanimous
Motion Carried.

Nays: None.

Abstentions: None.

REPORTS

1. Community Events Manager report

Argona presented to the Commission a request from a new Vendor Alsek River Salmon. The business owners are a husband and wife team that live in Grangeville, Idaho who fish for Alaskan salmon every year in the Alsek River. Argona referenced the last time a request like this came before the Commission in 2019, and members at the time approved the

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request. Martinet expressed hesitancy to allow a product from outside the 200 air-miles into the Market citing several decisions that have taken place in recent years. She also expressed concern about recent decisions about livestock ownership, and how the Market does not have a policy to address wild-caught meat. Blankenship agreed with Martinet, and said that none of the Agricultural definitions address farmed or wild-caught fish. Commission members generally agreed that while the product is not represented at Market, the Vendor does not currently meet the requirements stated in the 2024 Handbook and this should be addressed by the proper channels of the Policies Subcommittee.

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.

- **2024 Site Visits**
- **2024 Poster Artwork report**
- **WSFMA & InTents Conference reports**
- **Future RMA schedule proposal**
- **Finalize subcommittee assignments - Hill**

2. Upcoming Deadlines and Subcommittee meetings

- ~~Wed., Feb. 21 — Poster artwork submissions due~~
- ~~Wed., Feb. 23 — Registration closes for Craft & Food Jury 1~~
- ~~Fri., Mar. 1 — Craft & Food Jury 1 held 9 am to 12 pm~~
- ~~Fri., Mar. 1 — Registration closes for Craft & Food Jury 2~~
- Fri., Mar. 8 – Public voting opens for Market Poster artwork at 8 am
- Fri., Mar. 8 – Craft & Food Jury 2 held 9 am to 12 pm
Hill, Larson and Alvarez will be judging.
- Mon., Mar. 11 – Registration closes for Craft & Food Jury 3
- Mon., Mar. 18 – Craft & Food Jury 3 held 3 pm to 6 pm
Hill will be backup.
- Fri., Mar. 29 – Public voting closes for Market Poster artwork at 8 am
- Thu., Apr. 4 – Vendor Orientation

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3. Farmers Market Commission regular meeting April 2, 2024 at Moscow City Hall in Council Chambers

ADJOURN

Meeting adjourned at 5:19 pm.



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