

MOSCOW FARMERS MARKET COMMISSION



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Commission Chair
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Regular Meeting
~Agenda~

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

Tuesday
January 7, 2025

4:00 PM

Council Chambers
206 E. 3rd St.

WELCOME AND ATTENDANCE

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 local and regional 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 3, 2024 Minutes (ACTION ITEM)**

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

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

4. **2025 Farmers Market Commission calendar**

An annual overview of Commission projects, tasks, and involvement.

5. **2025 Poster Artwork submission guidelines (ACTION ITEM)**

Annual review of guidelines to artists wishing to submit artwork for feature on the official Moscow Farmers Market Poster.

PROPOSED ACTIONS: Accept submission guidelines, or take such other action deemed appropriate.

6. **Onboarding process (ACTION ITEM)**

The Onboarding Subcommittee are proposing the following recommendations for adoption by the Farmers Market Commission:

- Revisions to Title 3, Chapter 5, pending approval by Legal Department, that state Farmers Market Commission members shall participate in an annual bias and conflicts disclosure process.
- Onboarding of newly appointed Commission members to be overseen and managed by the Commission Vice-chair and staff liaison.

PROPOSED ACTIONS: Accept process, or take such other action deemed appropriate.

7. 50th Anniversary commemoration engagement (ACTION ITEM)

The Branding Subcommittee are proposing the following ways to celebrate 50 years of the Moscow Farmers Market:

- Wares and goods
 - Select Vendors offering items that feature the Market's 50th anniversary graphic through a license-to-use application, agreement and fee.
 - 18-month Market calendar for sale featuring community contributions (i.e. recipes, photos, quotes, etc.).
 - 50th anniversary Market merch for sale (i.e. bags, shirts, etc.) pending selected Vendors offerings.
 - 50th anniversary Market merch for free in the form of magnets, stickers, buttons, etc.
 - 50th anniversary Market gift boxes with donated Vendor goods available via prize drawings.
 - Permit Vendors to opt-in for bulk pricing to offer their own gift boxes available for purchase at their booths.
- Events and activities
 - Feb. 2026 – Community Art Show opens at 1912 Center
 - Mar. 2026 – Community Art Show closes at 1912 Center
 - Feb./Mar. 2026 – Vendor Appreciation community reception at 1912 Center
 - May 2, 2026 – Ribbon cutting ceremony on opening day
 - Aug. 2026
 - Vandals @ the Market, every Saturday in August (1, 8, 15, 22, 29)
 - Aug. 8 – National Farmers Market Week Celebration chef demonstration
 - Oct. 31, 2026 – Closing ceremony with Halloween Costume Contest
 - Dates TBD
 - MCOC + VC and Latah Co. Historical Society show
 - Third Street Gallery “Produce” show
- Social Media
 - 50th anniversary hashtag as method of entry for Market gift box prize drawings
 - Vendor features (posts, 90 sec. reels, and longer-form YouTube videos)
 - Origin stories and creative process
 - Where to purchase 50th Anniversary licensed wares
 - Who is offering 50th Anniversary Vendor gift boxes

- What Vendor products are available in 50th Anniversary Market gift boxes

PROPOSED ACTIONS: Accept proposed 50th Anniversary commemoration, or take such other action deemed appropriate.

REPORTS

1. **Policy Subcommittee – Larson, Alvarez, Blankenship, Manning, and Argona**
2. **Market Manager report – 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.

2. **Farmers Market Commission regular meeting Tuesday, February 4, 2025 at Moscow City Hall in Council Chambers**

ADJOURN

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