

MEMBERS PRESENT: Sarah McGregor (President), Mike Lofrano (VP), Dan McCue (Treasurer), Gwen Caylor (Secretary), Maryjean Anderson (MAL), Sara Runkels (MAL) and Barbara Anderson (MAL)

MEMBERS ABSENT: Heather Barklow, Manager

Meeting called to order at 6:03 P.M.

Agenda Items	PRESENTATION/DISCUSSION:	RECOMMENDATIONS/ACTION:
Juried Items	<ul style="list-style-type: none"> ▪ N/A 	<ul style="list-style-type: none"> ✓ N/A
Meeting minutes	<ul style="list-style-type: none"> ▪ Previous meeting minutes 	<ul style="list-style-type: none"> ✓ Dan motioned to approve December 2015 minutes; Sara R 2nd, approved
Treasurer’s report	<ul style="list-style-type: none"> ▪ DUFB reconciliation process has been finalized. Reporting process will be implemented January 2017 moving forward. ▪ Final 2016 Net Income 3644.85 ▪ Current bank balance 5552.16 ▪ 2016 taxes will be going to the CPA this month. 	
Manager Report	<ul style="list-style-type: none"> • Summer 2017 DUFB application has been submitted. • UVFM expected to receive additional 2016 DUFB reimbursement funds in the amount of \$1021. Total DUFB redeemed for 2016 \$7636. Total SNAP funds moved through POS machine for 2016: \$14,496. • Annual Member Meeting: 3-20-17 6pm room #216 DC Courthouse 	<ul style="list-style-type: none"> ✓ N/A ✓ N/A ✓ 1 possibly 2 persons interested in the 3 open UVFM board positions. Heather will confirm and have ballots ready for annual member meeting.
Committee Reports	<p>MARKETING REPORT (Barbara):</p> <ul style="list-style-type: none"> ▪ Farm to Fork will feature the Mushroom People in February and Idleld Lodge in March. ▪ Newsletter will be going out to vendors in March as well as press release for TV and radio spots. Newsletter will address proposed by-law revisions noting that copy of current by-laws can be reviewed at Manager’s Booth. ▪ OFMA annual dues of \$155.00 have been paid. ▪ Marketing committee will be speaking with OSU Food Hero program asking if interest in providing children’s activities during summer season. ▪ Umpqua Grown insert coming in News Review, would UVFM like to sponsor 196.00 advertisement? Payment due May 9th. ▪ Plan on having OSU Master Gardner/Master Food Preserver booth again during summer season ▪ Will be contacting Wildlife Safari to see if they are interested in a summer booth. ▪ AFS Student Exchange program has asked for silent auction donation. ▪ JURY REPORT (Heather): Weekly inquiries ▪ OPERATIONS REPORT (Mike): All is going well 	<ul style="list-style-type: none"> ✓ N/A ✓ Any information to be included in newsletter- press release can be emailed to heatherbarklow@gmail.com ✓ N/A ✓ Barbara will speak with Mandy Hatfield ✓ Table for April ✓ N/A ✓ N/A ✓ Dan motioned that UVFM donate 20.00 in promotion tokens: MJ 2nd, approved ✓ N/A ✓ N/A

<p>Old Business</p>	<ul style="list-style-type: none"> • Matching Fund ideas for DUFB: 500.00 in matching funds needed for Winter/Summer program. Suggestion that market manager ask for 1.00 donation from shoppers when running credit/debit cards on POS machine • Community/Non-Profit Booth: UVFM will guarantee one community space per week. Additional space(s) will be based on availability. Application must be submitted to market manager one week prior to use. Manager may approve/deny request at their discretion. Vendor may appeal with UVFM board if denied. 	<ul style="list-style-type: none"> ✓ Mike will make sign. Dan will provide collection box for donations. Board will revisit after few months and monitor success. ✓ Sarah M. will help develop application-appeal process.
<p>New Business</p>	<ul style="list-style-type: none"> • Revision to By-Laws: Sarah M. presented proposed by-law revisions. Heather will share with membership prior to annual meeting. • 2017 Budget: Dan presented • Booth & Membership fees: Suggested that winter fee be increased from 25.00 to 35.00. Summer fee remains 35.00. Annual fee 60.00 with no early discount. • 2017 Handbook: Sara R. presented proposed changes and continues to work on revisions. • Transferring Booth Fee: Shall members be allowed to transfer compensated booth fees? 	<ul style="list-style-type: none"> ✓ By-Law changes will be voted on by membership at annual meeting March 20th ✓ MJ motioned that the 2017 budget be approved with an increase in the marketing budget from 750.00 to 1500.00: Mike 2nd, approved ✓ MJ motioned membership fee of 35.00 per season or 60.00 annually with no early pay discount; Dan 2nd, approved. ✓ Table for March ✓ Table for March

Meeting adjourned at 7:22 P.M.

Next meeting March 6, 2017 6 P.M.

Location: Douglas County Courthouse, Room 310

Respectfully submitted, Gwen Caylor, Secretary