

MEMBERS PRESENT: Maryjean Anderson (VP), Dan McCue (Treasurer), Gwen Caylor (Secretary), Judy Lovett (MAL) and Barbara Anderson (MAL)
 Staff: Amanda Pastoria, Manager

MEMBERS ABSENT: Sarah McGregor (President), Sara Runkel (MAL)

Meeting called to order at 6:00 P.M.

Agenda Items	PRESENTATION/DISCUSSION:	RECOMMENDATIONS/ACTION:
Juried Items	<ul style="list-style-type: none"> ▪ Chris VanDyke with Local Fixe. Homemade fresh pasta. Would be sold by the 1/4lb sheet @ approx. 1.50 each. Traditional, spinach, basil and possibility of seasonal options. ▪ Rachel Billings. Needle felt 95% lamb's wool guardian angels. Price point - 20.00. 	<ul style="list-style-type: none"> ✓ Approved ✓ Approved
Meeting minutes	<ul style="list-style-type: none"> ▪ Previous meeting minutes 	<ul style="list-style-type: none"> ✓ Dan motioned to approve April minutes; Judy 2nd, approved
Treasurer's report	<ul style="list-style-type: none"> ▪ Check in amount of \$5150.00 from DUFB received. Currently \$12,000 in bank. 	<ul style="list-style-type: none"> n/a
Manager Report	<ul style="list-style-type: none"> • Many vendors are failing to follow rules/regulations as designated in Vendor's handbook. • Decrease in vendors has been noted. Due to unusually wet spring produce vendors are returning a little later than usual. Craft vendors appear to be resistant in purchasing liability insurance. • FUM was contacted to discuss annual carpet cleaning. Carpet may be replaced this year. UVFM is not required to clean at this time. • DUFB has issued UVFM check and marketing materials • Amanda spoke with UVFM insurance agent. UVFM policy only covers the market. Policy does not cover any part of vendors. 	<ul style="list-style-type: none"> ✓ Verbal warnings have been issued and documented in the vendor data base. ✓ Amanda is reaching out to vendors answering questions and reviewing data base to invite those back that may have been lost in the system. ✓ Amanda will stay in touch with FUM regarding carpet. ✓ Amanda will be distributing DUFB flyers to Schools, Churches, Self Sufficiency office, WIC and YMCA. ✓ Amanda will work on amendment to member handbook that clarifies verbiage that all vendors must carry general liability insurance. Vendors that sell consumables, including body care products, must carry both general and product liability insurance.
Committee Reports	<p>MARKETING REPORT(Barbara)</p> <ul style="list-style-type: none"> ▪ Easter egg hunt was success with over 100 children participating. Next event will be July 1st with free ice cream bars for customers. ▪ Currently over 3300 Facebook followers. Barbara explained how FB "following" works and reminded users to "like" and "comment" on posts for maximum exposure. <p>JURY REPORT (Amanda)</p> <ul style="list-style-type: none"> ▪ Number of new vendors have been juried in at market and will be starting soon and as weather warms up. <p>OPERATIONS REPORT (Judy)</p> <ul style="list-style-type: none"> ▪ Generator noise issue has been resolved by moving location of food truck to front of church parking lot and placing generator on Keady court. ▪ A new vendor complaint form has been drafted. ▪ EBT/Debit/Credit signage is being made 	<ul style="list-style-type: none"> ✓ Freezer has been reserved at Umpqua Dairy ✓ n/a ✓ see Managers Report for details ✓ n/a ✓ n/a ✓ Amanda will be giving Dan estimate of cost.
Old Business	<ul style="list-style-type: none"> • New Manager Contract • Porta Potty Usage: Community Garden does not use UVFM porta potty. • Is there a budget for Market Manger? 	<ul style="list-style-type: none"> ✓ Amanda's contract has been approved and signed. ✓ Amanda will evaluate need for porta potty at the end of Summer Market season. ✓ Dan needs to approve any purchase over 75.00

	<ul style="list-style-type: none"> • Payment for interim Market Manager • Should vendors be required to report weekly sales: Discussed that it would be hard to track. Suggestion that fee structure be evaluated. 	<ul style="list-style-type: none"> ✓ Dan approved payment of 200.00 to Maryjean as interim manager. ✓ Dan will evaluate the difference between charging percentage of sales vs flat fee.
New Business	<ul style="list-style-type: none"> • Should UVFM continue with "summer" and "winter" hours. • Member work trade: Unintended Farms has helped with set-up and take down of market as well as designing marketing materials in trade for booth space fee. Unintended Farms feels that their work has exceeded trade fees and UVFM owes for services performed. 	<ul style="list-style-type: none"> ✓ Board agreed that hours should stay as is. ✓ Dan has asked that Unintended Farms provide invoice for amount owed.

Meeting adjourned at 7:58pm

Next meeting: Monday, June 5th 2017 @ 6:00 PM

Location: Douglas County Courthouse, Room 310

Respectfully submitted, Gwen Caylor, Secretary