

CITY OF DEXTER
FARMERS MARKET & COMMUNITY GARDEN OVERSIGHT COMMITTEE REGULAR MEETING
Wednesday, July 22, 2015 @ 6:30 PM
Location: City Offices, 8123 Main Street
PNC Bank, Second Floor – Enter at rear door

A G E N D A

- 1. CALL TO ORDER**
- 2. ROLL CALL**

Carol Jones	Mary Ellen Miller
Martin Ruhlig	Mark Olexa
Jeffrey Peters	Julie Knight – Ex Officio
Nikki Sunstrum	
- 3. APPROVAL OF THE MINUTES – June 17, 2015**
- 4. APPROVAL OF AGENDA**
- 5. CITIZENS WISHING TO ADDRESS THE COMMITTEE**
- 6. VENDOR REPORT**
- 7. STAFF REPORT**
- 8. COMMUNITY GARDEN BUSINESS**
- 9. NEW BUSINESS**
 - A. Discussion of: Hiring a Summer Intern
 - B. Discussion of: Farmers Market Budget
 - a. Physical Improvements
 - b. Advertising
 - c. Events
 - d. Market Intern
 - e. Other
 - C. Discussion of: Vendor Behavior Policy
- 10. OLD BUSINESS**
 - A. Update of: Farmers Market Improvements
- 11. ADJOURNMENT**

**CITY OF DEXTER
FARMERS MARKET AND COMMUNITY GARDEN OVERSIGHT COMMITTEE
REGULAR MEETING MINUTES
WEDNESDAY, JUNE 17, 2015**

The regular meeting of the City of Dexter Farmers Market and Community Garden Oversight Commission was called to order at 6:33 pm at the City Offices, 8123 Main Street.

ROLL CALL

Present: Carol Jones, Mary Ellen Miller, Jeff Peters, Julie Knight, Martin Ruhlig

Absent: Nikki Sunstrum, Mark Olexa

Other Present: Brenda Tuscano, Farmers Market Manager; Justin Breyer, Assistant to the City Manager.

APPROVAL OF THE MINUTES – MAY 20, 2015

Motion by Ruhlig, Seconded by Knight to approve the minutes from May 20, 2015.

Motion Adopted

APPROVAL OF THE AGENDA

Motion by Ruhlig, Seconded by Knight to approve the agenda with the change of moving Community Garden Business to the beginning of the agenda.

Motion Adopted

CITIZENS WISHING TO ADDRESS THE COMMISSION

COMMUNITY GARDEN BUSINESS

The Commission discussed inviting Olga Austin to attend the next meeting.

NEW BUSINESS

A. CONSIDERATION OF: VENDOR BEHAVIOR POLICY

The Commission recommended to that staff seek the opinion of Growing Hope, the vendor that manages the Ypsilanti and Wayne Farmers Markets. The Commission also discussed seeking the opinion of the City's attorney and developing a complaint/grievance form. Discussion followed. No action taken.

B. CONSIDERATION OF : YOGURT VENDOR

Brenda Tuscano presented information related to an inquiry received by a yogurt vendor. Brenda stated that she has tried to get in contact with the vendor with no success. The Commission suggested doing more research regarding this topic. No action taken.

Voice vote: Unanimous

Motion Carried

C. DISCUSSION OF : COMMITTEE MEMBERSHIP VOLUNTEERISM

Brenda requested Committee assistance in developing programming and coordinating Market events. She stated that Committee members could help organize volunteers or be involved with chef demonstrations. Discussion followed. No action taken.

OLD BUSINESS

A. UPDATE OF : FARMERS MARKET IMPROVEMENTS

Justin Breyer presented updates to prior action, including approval to move forward with painting the farmers market signage and seeking quotes for shades. He stated that the goal is to put the painting in front of City Council for action on July 13th and provide quotes at the next Oversight Committee meeting.

The Committee discussed future agenda items, including giving consideration to crafters, very unique vendors and how to solicit produce vendors. Several ideas were discussed, including having an artisan market on a non-Market day and soliciting the Friends of the Library to see if they would be interested in selling at the Market.

B. UPDATE OF: EDUCATIONAL SIGNAGE AND SEASON-LONG CALENDAR OF EVENTS

Brenda Tuscano stated that she was seeking help lining up events. Gordon Darr is bringing music. Discussion followed.

ADJOURNMENT

Move Jones, support Ruhlig to adjourn at 7:28 pm
Motion Carried



CITY OF DEXTER
FARMERS MARKET AND COMMUNITY GARDEN
OVERSIGHT COMMITTEE

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MEMORANDUM

TO: Farmers Market and Community Garden Oversight Committee
FROM: Brenda Tuscano, Market Manager
RE: REPORT
DATE: July 16, 2015

Advertising: I will be placing a few ads in the Encore Theatre's ad booklet for upcoming plays. The first advertisement will be placed in the booklet for Into the Woods, which opens August 6th. The next play will be Bonne & Clyde, starting October 1, 2015.

Chef Demonstrations: Chef Chris from Terry B's has agreed to perform Chef Demonstrations at the Farmers Market. The first one will be on August 1st. My plan is to have one a month. I would like someone to help with recruiting new chefs.

Discussion of Hiring a Summer Intern: I would like to approach the City Manager regarding hiring a summer intern (preferably high school student) to be at the market every other week. That is 13-14 weeks for 4 hours per week at \$10 per hour. That would be \$560 for the season. We need someone to operate the EBT machine, count customers, and take surveys. Also, they can set up an information table and greet customers.

Vendor Policy: As discussed at a previous meeting, the vendor behavior policy has been sent to Growing Hope for review. They have agreed to review the policy at no charge and will provide feedback. When their feedback is received, staff will make edits and report back to the Committee. Growing Hope representatives have requested to meet with staff at some point in the next few weeks regarding evaluation plans, tools, and strategies.

Event calendar: Attached is the event calendar for the market.

Please feel free to contact me prior to the meeting with any questions, etc.

Thank you.

Dexter Farmers Market Calendar of Events



2015 Events

July 18 – Music by Hudson Education Center, Rising Stars Solo and Ensemble

July 25 – Free Bike Repair Clinic

August 1 – Chef Demonstration by Chef Chris from Terry B's

August 8 – TBA

August 15 – Ann Arbor Bicycle Touring Society, 100 New Bike Helmet Giveaway