

**Meeting Minutes  
Farmers Market Advisory Board  
Regular Meeting  
Tuesday, February 22, 2022**

**1. CALL TO ORDER**

The Farmers Market Advisory Board was called to order at 9:03 on Tuesday, Feb. 22, 2022 by Phelps.

**2. ROLL CALL**

The following Advisory Board members were in attendance: Gary Jonas, Courtney Lorenz, Tim Werner, Tricia Phelps, Michael Brodsky

The following Advisory Board members were absent: Nic Welty, Meghan McDermott, Joanne Brown, Brenin Wertz-Roth and Lori Buchan

Also present: Harry Burkholder and Art Bukowski (DDA) and Kyle Warner (SEEDS)

**3. APPROVAL OF MEETING MINUTES**

Motion to approve the meeting minutes

Moved by Lorenz, Seconded by Werner

Yay: Jonas, Lorenz, Werner, Phelps, Brodsky

Nay: None

Carried: 5-0

**4. OLD BUSINESS**

Winter Market Updates

Warner provided an update on the winter market.

**5. NEW BUSINESS**

**A. ONLINE APPLICATIONS**

Warner discussed an application to the winter online market by City Bake Shop and \_\_\_\_\_ Bakery. The board discussed granting approval for the online market, with Warner to provide clear communication that this approval does not equate approval for the physical market. This communication should also encourage these vendors to source more local ingredients.

Moved by Phelps, seconded by Lorenz

Yay: Jonas, Lorenz, Werner, Phelps, Brodsky

Nay: None

Carried: 5-0

**B. MARKET RULES DISCUSSION**

Warner mentioned that there have been some issues with vendors crossing the yellow line at the physical market. The written market rules will be modified to explicitly address this behavior. There have also been repeated problems with some vendors leaving early. Wording in the written market rules will be strengthened to discourage this activity.

**C. VALUE ADDED PROMOTIONAL NEEDS**

Warner discussed the need for SEEDS to have an instructional booth during markets in June. Board approved in a unanimous vote.

**D. BOARD SCHEDULE**

Burkholder suggested a reduction in meeting frequency to 2-4 meetings per year. The advisory committee was receptive to this idea. Phelps said she plans to transition off the board, and Jonas expressed a desire to do the same. Lorenz, who previously submitted a letter stating her intent to leave the board in May, suggested board members' lack of actual authority over the market makes service less desirable and suggested the DDA examine board member roles and impact in the future. DDA staff will follow up with structural and membership changes.

**E. DDA STAFFING**

Burkholder introduced Bukowski, who will be taking over as the DDA staff contact for the farmers market going forward. Bukowski introduced himself and provided his background.

**6. PUBLIC COMMENT**

No public comment provided

**7. ADJOURNMENT**

Meeting was adjourned by unanimous vote