

**Wytheville Farmers Market
Board Meeting
May 10, 2016**

Attendees: S. Hermansen, Chair, T. Wynn, Vice-Chair, J. Buck, Treasurer, D. Huete-Brunson, Secretary, J. Otey, Market Manager, A. Neal, J. Shrestha.

The meeting was called to order at 6:38 pm.

Agenda: The May 10, 2016 meeting agenda was presented. Three items were added. The motion for approval (with additions) was moved, seconded and unanimously approved.

Meeting Minutes: The April meeting minutes were presented for approval. The motion for approval was moved, seconded, and unanimously approved, as amended.

Treasurer's Report: J. Otey presented the Treasurer's Report. Current account balances: RC&D account, \$3,530.68. WFM account, \$5,384.39. The motion for approval of the Treasurer's Report was moved, seconded and unanimously approved. The funds for the Appalachian story-teller have arrived. RC&D is requesting a copy of our grant, as their copy has been misplaced.

Market Manager Report: J. Otey presented the Market Manager Report. There have been good reviews from the general public about the market opening. The opening day was \$1,000 greater than last year and \$1,200 over 2014. 100 more customers and 8 more vendors. There was some concern mentioned over lack of traffic for the outside vendors. One vendor is moving inside. The signs should be made by Friday (sandwich board signs). The city is getting quotes on doors this week. The online market is slowing down with the regular market opening.

Committee Reports:

Events Committee: A. Neal – Chair
E. Davis
J. Stevens
S. Richert

There were 15 participants for the Cooking with Kids demo. SWVA came and took photos. The pollinators series is going well.

Finance Committee: J. Buck – Chair
S. Hermansen
S. Richert

The financial software is loaded and registered.

Grant Writing Committee: J. Shrestha – Chair
A. Neal
J. Otey

J. Shrestha reported that the WFM doesn't qualify for a grant from Lowes. However, WFM does qualify for a grant from Walmart. J. Otey will supply J. Shrestha with requested data need for the grant. As the Wythe/Bland grant cycle is changing an August-only cycle, the WFM can do a secondary "gap" grant in August.

Promotions Committee: A. Cassell – Chair
A. Neal
J. Otey
S. Hermansen

No report.

Secretary/Letter Writing Committee: D. Huete-Brunson – Chair
S. Richert

No report.

Site and Grounds Committee: T. Wynn
M. Martin
L. Barley

The city is working on the doors. Vendors need to keep tables covered if leaving stuff at the market.

Sponsorship Committee: E. Davis – Chair
L. Barley
J. Stevens
A. Neal
J. Shrestha

Sponsorship levels have been added to the website. Sponsorship requests have been sent out. There has been quite a bit of interest.

A motion for approval of the Market Committees was moved, seconded and unanimously approved.

General Membership Speakers: One speaker. It was noted that the porta potty was too close to the vendors. The acoustics need to be worked on. One person complained about car fumes inside the building (noted that this person was there before the market opened).

Old Business:

Food trucks: A motion was made to limit the number of food trucks to four and to allow the food trucks each weekend, as long as parking is addressed. The motion was moved, seconded and unanimously approved.

Signs: See the Market Manager’s report. Also, the banner sign will be installed. T. Wynn noted that interstate signs cost approximately \$3,000. This may need to be written into the grant.

New Business:

Bibs and Bowties: There is a 200 ticket goal. Volunteers needed for: drinks, decoration, parking, cleanup, setup, dessert, marketing.

Heartchase event: The town is sponsoring a health even on June 4th and the WFM will set up a tent.

Private domain: Jen is researching private domains, as this is now required for the online market.

Mobile Computer Lab: The WFM will have a visiting mobile computer lab, focusing on the online market and kids activities.

Charleston, SC Farmers Market: Ideas from the market: Info booth, seating area, food trucks.

Market Bags: Possible give away for upper level sponsors. Available on a pre-order basis.

The Board went into a closed session to discuss a personnel issue.

Meeting was adjourned at 8.45 pm.