

WYTHEVILLE FARMERS MARKET
POST SEASON GENERAL MEMBERSHIP MEETING MINUTES
NOVEMBER 9, 2017

The meeting was called to order by Judy Buck, Board Chairman and she expressed thanks for the great turnout for the meeting.

March 14th general membership pre-season meeting minutes were presented and also it was noted they were posted on the Farmer's Market website. A motion was made by Steve Hermansen to accept the minutes as presented, seconded by Donnie Buck, approved unanimously.

Treasurer Steve Hermansen presented the treasurer's report and a motion was made by Alvin Cassell to accept the report as presented, seconded by Vernon Stepp, approved unanimously.

Greg Smith gave the Market Manager's report:

- Reviewed May through October weekly sales status report
- Reported on attendance count for the month of September, 9/9 - 346, 9/16 - 341, 9/30 - 311
- Christmas Market update: 32 vendors scheduled for the 11/25 market with 34 spaces full 12/19 market, 35 vendors scheduled with 36 spaces full. Four Seasons Catering will be the food vendor for the Christmas Market. 12/9 market the local donut shop will be coming to the market
- Advertising: Spots scheduled on local radio for morning show. Advertising in the Community events section of newspaper, Trade Times, distributing flyers advertising the Christmas Markets.
- Christmas float: A new banner has been made for the float and will be reusable. Donnie Buck will supply antique tractor and a trailer for the float. Float will have a Christmas tree, fireplace and family in old fashion clothing.
- Downtown Wytheville will be holding a celebration on December 2nd from 1-4pm. They will use the market building providing refreshments and Santa will there. Vendors are welcome to set up during this time. The town also will be providing carriage rides leaving from the market shelter. Ribbon cutting will be at the Heritage Walkway on Main Street.
- Bathroom are almost complete, there is heat and hot water
- Contract awarded for the windows, will patch the broken ones and replace the front windows with new ones with a timeline of eight plus weeks.
- Town received a bid to repair/replace roof for \$55,000. No timeline for this repair/replacement
- Board has voted to allow a non-profit to come and vend one Saturday a month for a fee of \$10.00
- Discussion on pros and cons of 8:00 am market opening. With the end of construction near hopefully the traffic will pick up between 8 and 9.

Mike Cassell made a motion to accept the Market Manager's report, Nicholas Anderson seconded, approved unanimously.

Old Business:

- Board voted to apply for non-profit status and do away with fiscal agent. This was approved in March, application was submitted and approved. The Market is currently a non-profit with a 501c3 status.
- Market will have the ability to apply for own grants and track own expenses. We will be required to file a 990 form at year end.
- Greg and Judy have been meeting with the town on a monthly basis to discuss completion of work on the market building. Receiving very good support and feedback from the Town.

New Business:

- Town has offered to help with design of vendor banners, if interested see a member of the board
- Goals for the market: Increase Vendor and Customer base, Work with vendors on self-promotion
- Market BYLAW Changes presented for vote: Article 1, section 1, change Association to Non-Profit Corporation, section 2, change to read, the calendar year shall be the fiscal year of the Corporation. Article 2, section 1 replace the term Association with Corporation, section 2, replace the term Association with Corporation. Article 3, section 1, replace the term Association with Corporation, section 2, add Treasurer to the Board of Directors positions in sentence two of this paragraph. Remove The Farmers Market Manager shall hold the position of Treasurer in the last sentence of this paragraph. Section 3, 4, 13, replace the term association with Corporation. Article 4, replace the term Association with Corporation as referred to in this entire section. Article 5, section 1, 4, replace the term Association with Corporation as referred to in these two sections. Article 7, Fiscal Agent, remove entire section. Emily Davis made a motion to accept these bylaws changes, seconded by Nicholas Anderson, unanimously approved.
- Vote on new Board Members: Four names submitted for floor vote: Logan Morrison, Nicholas Anderson, Shawn Boucher, and Michelle Bracken, unanimously approved.

Steve Hermansen made a motion to adjourn meeting, seconded by Mike Cassell, unanimously approved.