



MARSHAL AREA FARMERS' MARKET – ANNUAL ADVISORY BOARD MEETING
At City Hall – May 8, 2024 at 7:00pm

1. Meeting Call to Order - Chair – Patty 7:03pm

2. Roll Call – Secretary -

Dan Marsh	Didik Soekarmoen	Julie Koledo		
Patty Parker	Amy Zerbe	Julie Plassman		
Deborah Greger	Shannon Aitkins	Colleen Hagerty	Jacob Gates	Cody Hart

3. Approval of Agenda/Additions to Agenda

Additions- Old sign status, Volunteer update, Flower boxes, Market safety, Cottage safety laws, Olive oil vendor

Moved by Greger, supported by Hagerty agenda be approved.

Voice Vote: Yeas__10__ Nays__0__

4. Approval of April 10, 2024 Minutes-Correction sales number

Moved by __Gates__, Supported by __Marsh__

Voice Vote: Yeas __10__ Nays __0__

5. Public Comment on Agenda Items: N/A

6. Financial Report – attached [43024 RE Report.pdf](#)

7. Market Manager's Report

Summer Market 4/20/24 foot traffic 148, \$1855 deposits

4/5/24 foot traffic 615, \$420 deposits, \$9571.12 reported sales, 33 punch cards turned in.

No updates on possibly moving location this summer due to construction. New signs are expected on Friday, May 10. Hart is working on booking additional musicians, has been in contact with a saxophone player and one other musician.

Greger commented that the first Summer Market set up went smoothly with only one driveway available.

Hart cleaned out the Market shed, returned extra cones to the City.

Trash bins were full at the beginning of the Market and as of 5/8/24 they were still full.

Two additional bins were requested from the City in 2023, have not been received/placed. Stop gap measure is to place two cardboard collapsable bins and purchase 33 gallon bags to keep the Market tidy.

8. Committee Reports

- a. Programs/Activities –Summer Market Programs committee update-Parker will have programs set up a month in advance with activity dates and instructions in the Market binder. Extra crayons will be purchased. Additional Senior Bingo sheets will be printed. As of 5/8/24 Albion market was still reviewing the option of participating.**
- b. Rules – Olive oil vendor was discussed. Since there is no other vendor available and the farm in Turkey is owned by the family who is interested in being a vendor, it is not against the Market rules. Hart will contact.**

- c. **Marketing/PR – Full page photo and long article in the AdVisor was very good. Parker will wait till June to place another article.**
- d. **Funding/Sponsorship - Sponsorship fliers are in the Market binder.**

9. Old Business – Hart will contact Fug to get an ETA on signs, they are expected on Friday. Waiting for Eric to respond about the water fountain and trash bins.

10. New Business

- a. **Manager position-Two resumes have been submitted**
- b. **Volunteers - open positions were posted on Facebook and will be posted on a monthly basis. Anyone interested in volunteering should be put into contact with Plassman. There is a need for 7-8 volunteers for each Market for set up/take down and while open. Koledo will document the cash process, Hart will document the EBT process.**
- c. **Flower boxes – Hart will bring potting soil, Hazels will donate snapdragons, wave petunias will be purchased. Planting will take place Saturday, May 18, 2024 during the Market. Zerbe and Koledo will water flowers during the week.**
- d. **Safety – Trees were removed, shade was lost, stumps remain and are trip hazards. The City will be asked to remove the stumps, in the meantime, cones will be placed over the stumps. A canopy will be purchased to provide shade for the West counter. There are holes in the sidewalk by the Market Booth. Will request the City to cap these, need cones in the meantime. Vendor safety needs to be enforced. Dumping water on the pavement in the walkway is a slip hazard. Take down time needs to be reenforced, no early take down.**
- e. **A motion was brought to amend the rules for Vendors to present a valid Cottage Rules Law training certification starting 2025. Moved by Greger, supported by Marsh. Yeas 10 Nays 0**

11. Adjournment 8:14pm