



**MARSHAL AREA FARMERS' MARKET – ANNUAL ADVISORY BOARD MEETING**  
**At City Hall on Wednesday, May 14 at 7:00pm**

**1. Meeting Call to Order - Chair – Patty**

**2. Roll Call – Secretary -**

Didik Soekarmoen Julie Koledo  
Patty Parker Amy Zerbe Julie Plassman  
Deborah Greger Shannon Aitkins Josh DeWitt  
Colleen Hagerty

**3. Approval of Agenda/Additions to Agenda**

**Additions** \_\_\_ N/A \_\_\_

**Moved by Greger, supported by Aitkins that the agenda be approved.**

**Voice Vote: Yeas** \_\_\_ 8 \_\_\_ **Nays** \_\_\_ 0 \_\_\_

**4. Approval of April 9, 2025 Minutes**

**Moved by Greger, Supported by DeWitt**

**Voice Vote: Yeas** \_\_\_ 8 \_\_\_ **Nays** \_\_\_ 0 \_\_\_

**5. Public Comment on Agenda Items:** Emlander has been mandated to pay the city for their Food Vendor License even though they have paid the Market for booth space.

**6. Youth Vendor Program-**The second meeting for future youth vendors will be held May 22, 6pm at City Hall. Flyers have been posted throughout the community.

**7. Financial Report N/A**

**8. Market Manager's Report-** April 19 was pre Easter. 187 foot traffic, \$3000 in reported sales. \$16.30 per person spent. 100 fully punched loyalty cards were turned in. May 3, first summer Market had 554 foot traffic, \$7300 in reported sales. \$13.25 per person. May 10, 741 foot traffic, \$4300 in reported sales. \$5.30 per person. Future community kiosks, Ranked Choice Voting and Marshall Pride.

**9. Committee Reports**

- a. Programs/Activities** – status of calendar/programs- June will be the kickoff for Sr Bingo. The bingo card will be refreshed this year. Salsa planting went well with around 20 participants, one mentioned they came just for the salsa planting. Kids activities are ready to go. Kids Bucks are being printed on a weekly basis till additional sponsors have responded to requests for funding.
- b. Rules – grievance procedure; nonprofit sign up-** Grievance form has been created by Hagerty and Koledo. Koledo will add step by step process to the reverse side of the form which will include a timeframe for resolution. Hagerty will develop an Incident Report Form for official reporting of rules violations.  
The question of Vendors not posting the origin of products not produced by them has brought up the question if the Board should provide vendors with the appropriate signage to keep vendors in compliance.
- c. Marketing/PR-** the AdVisor has not included the Market calendar in the community calendar section, two people at the paper were copied with the information.

- d. **Funding/Sponsorship - brochure/flyer, program funding-** Currently waiting for Blue Oval to respond to donation request. The Kids Program may only run for half the season without additional donations. A donation request has been submitted to Eaton. Additional funding requests have been turned down, but may consider donations in the future.

**10. Old Business – N/A**

**11. New Business**

- a. WIC/Sr Fresh there is a link for training, MIFMA supplies the equipment. Tokens for the Bridge Card to double up are still in use.
- b. MAFM is signed up for MIFMA fundraiser this summer.

**12. Adjournment- Moved by Greger, supported by Aitkins that the meeting be adjourned at 8:07pm.**

**Voice Vote: Yeas \_\_\_ 8 \_\_\_ Nays \_\_\_ 0 \_\_\_**