

**Spencer Creek Community Growers' Market Board Meeting January 26, 2020**

Present: Tracy, Andrea, Dave, Genie, Glenn, Emma, Julie, Dana, Kelly, and Rachel

Location: Rachel's home

Time: 10 AM start (ended approximately 11:45 AM)

Tracy (President) : made opening remarks

*Welcome, we have a great board, ask for help if needed, work together, be on time, 10 am start sharp especially when there is a lot to do.*

Treasurer's Report (Rachel, outgoing Treasurer):

- Still same amount of money as we had in account: \$2418.19
- Only expense in last 3 months is insurance \$20.83/month
- Reimbursing Glenn for domain name website and for OFMA membership, \$79.95 total for both reimbursements.

Dave (Grange Liaison):

Rental agreement with the Grange: terms same as last year, market Saturdays May 30th

– Oct 10th, 8 am – 4 pm market times, May 2<sup>nd</sup> spring membership plant swap, May 24th vendor orientation (4-6 pm is the desired time so it needs to be modified)

Rent: \$25 KITCHEN/Saturday

Rent: \$50 FOR MARKET/Saturday

Rent: Due 3<sup>RD</sup> THURSDAY EACH MONTH

Maureen's parking rental agreement: Dave refined it, Maureen (neighbor to the Spencer Creek Grange) wants us to enter in an agreement for parking and maintenance, she left it open-ended, to be renewed annually, more clear signage conditions in the agreement, Dave can email the revision to Maureen, if the board agrees and votes to accept as is then we can move forward: Rachel made a motion to accept, Glenn seconded the motion, motion passed.

Genie offered to give Maureen a free membership, suggestions from Glenn about a free lunch, Tracy mentioned giving her discounts, Dave is going to modify the agreement to add in the free membership for Maureen.

The Board voted on the agreements: All in favor and the agreements have passed.

Glenn (Webmaster): mentioned that in April when our insurance policy is up for renewal the rate may go up but we don't know yet.

Andrea (Secretary): stated that she sent in the 2020 Annual Report to the Oregon Secretary of State. She noted that she needed to send in an amendment to change the name of the President of the SCCGM from Glenn Harden to Tracy Waterbury.

Julie ( Publicity Czar) : said she would like to renew an ad in the Willamette Locally Grown Guide.

Tracy asked Genie about how it works if someone needs/wants to spend money on something, then can they go ahead and do it or do they need to contact the Treasurer? Genie said that is the reason for a budget. Dave said let's put in a threshold for spending whereby someone does not have to get permission from the Board. Dana asked what we want to maintain as a balance in the account. Rachel has said that she has typically just monitored the balance. Rachel said we do not

have a minimum balance requirement with the bank.

Genie (Kids' Activities Coordinator): She has been working on getting 'food people' (those who would cook and serve lunch) in to the market. She and Emma (Market Manager and Membership Coordinator) made legal-sized posters. They've put 4 up at Hummingbird Wholesale (they have an incubator kitchen that people rent out). Genie wants to identify the culinary programs (eg. LCC): Food For Lane County rents out their kitchen, Sprout is out of business. Genie would like to interview folks within a short time frame, along with a committee, in April. Applicants would have to bring food samples.

Tracy reached out and asked Julie and she said she would be the Special Events Coordinator.

Marie said she would do Photography.

Chris (Farm Outreach and Recruitment Czar) said he would help with teardown & cleanup (he's in Massachusetts right now).

Michael said he would help with setup (Rachel spoke for him).

Emma said she would help with setup as she would be there early anyway.

Dave proposed that we formalize the tear-down procedure in order to spread the load. Glenn had developed a list and we can sign up for individual tear-down activities. The last person to leave the building can either lock the back door with a key or lock the back door from the inside and leave through the front door. Tracy would like to bring this up at the membership meeting. Emma wants to have a volunteer letter/notice at her market table so she can direct people to Dave. Dave volunteered to coordinate the tear-down volunteers.

New Business:

Tracy proposed that Dana be the treasurer. The motion was moved and approved. Dana is now the treasurer.

Dana (Treasurer): He asked about having a P.O. Box for the market. We all thought that would be good. They, Rachel and Dana, will need to meet at the bank to have Dana be a signer.

Market Chef:

Tracy saw on-line at the SCCGM website, Genie listed a volunteer position as a Market Chef.

Tracy pointed out that it's confusing to list it under the volunteer heading as it is a money-making opportunity. We want to make sure it is more clear. Food Vendor Opportunity was suggested as the listing title. The market should wait to pay the \$500 reimbursement/bonus to the Chef until the end of the season. Glenn will remove it from the volunteer list and put it as a separate listing. A question came up about the use of the word "organic" in the flyers, advertisements. We need to discuss this more in a committee.

Food Vendor Opportunity Committee: Andrea, Dave, Genie and Tracy

Locovore luncheon:

August 29<sup>th</sup> is the proposed date. We want to do the lunch one week later than the pancake breakfast at the Grange. We need to check dates to be sure it is OK.

October 10<sup>th</sup> is the last day, the Harvest Fair.

End of Year Shindig:

Our end of the year shindig was in October last year. Rachel proposed having it in the new year after the holidays. Tracy proposed that we use it to celebrate the end of the market. October 17<sup>th</sup> was nominated and approved and was set as the end of the year celebration date, maybe 4 – 9 PM. It would be great to hold it at the Grange. Dave will see about putting alcohol usage in the rental agreement.

Next Board Meeting:

Sunday, March 29<sup>th</sup> next meeting 1-2:30 PM for the Board of Directors

Budget Review:

\$4,581 was the corrected actual earnings. We started going over the actual spending and it is clear that the numbers need to be reviewed and revised.

The Board agreed that even if the Board is not ready to approve the budget, the Board will let Julie spend the money on the Locally Grown Guide ad.

Seed Swap/ Spring Thing: Julie wants to know if this can be used to bring in more members, etc.

Genie said we need three people to make the seed swap happen:

One for the kitchen

One for the plant swap

One to tell people about the market during the Spring Thing

A Spring Thing Committee was formed: Julie, Genie, Tracy

Tracy would like all of us to use the calendar that was handed out and put all these things down on the calendar and for each member to start putting down on the calendar when to start doing the things they need to do!

Rachel (Music Coordinator) will start lining up acts in April.

Tracy asked Glenn if he could go into the website and start taking out things like the Hungry Gardener, etc.

Tracy asked Genie to let us know when there might be potential food/chef vendors lining up.

Tracy asked Kelly (Signage Czar) to start on signage.

We set the Food Vendor Opportunity Committee meeting for Jan 29<sup>th</sup> at 10 am at Tracy's house.