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# May Board Meeting

Saturday, 05.06.2023 - 3pm

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## Agenda

### Treasurer's Report

### Announcements/ Updates

- Market Manager (Sam)
    - Market Spreadsheet and Forms are Live
    - Updated Rules and Regs
    - May 20th Vendors
    - Ava - Market Manager Trainee and Timeline
  - Membership (Ariel)
    - Updated Membership list with Mailchimp
  - POP Club (Ariel)
    - Activity Outline and Schedule for May and June shared with Publicity Committee and Tech Committee
  - Music (Kelly and Gordon)
    - Stage Equipment Testing and Inventory
    - Share musicians names with pictures for May and June with Publicity Committee
  - Publicity (Maddie)
    - Newsletter announcing market start sent
    - Social Media pages updated (Facebook, Instagram)
    - Nextdoor
  - Farm Outreach (Chris)
    - New Farm vendors
  - Tech (Glenn)
    - Reservation Page Online
    - Member/Vendor Look-up
  - Infrastructure (Nathan)
    - Signs
  - Chef Committee (Andrea and Miranda)
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## Action Items

<p><b>Market Manager Committee - Sam</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Vendor Packets</li> <li><input type="checkbox"/> Train New Leads</li> <li><input type="checkbox"/> Grant Management</li> <li><input type="checkbox"/> Onboard May and June Vendors</li> </ul> <p><b>Membership Committee - Ariel</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Inform the vendor approval committee of any new vendors</li> <li><input type="checkbox"/> Familiarize self with membership binder</li> <li><input type="checkbox"/> At the market: Talk to interested members about membership</li> </ul> <p><b>Kids Committee - Ariel</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Upload POP activities to website</li> <li><input type="checkbox"/> At the market: let the fun begin!</li> </ul> <p><b>Publicity - Maddie</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Weekly Newsletters</li> <li><input type="checkbox"/> Social Media Page Updates</li> </ul>	<p><b>Music Committee - Kelly</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Stage Equipment Testing and Inventory</li> <li><input type="checkbox"/> 8 out of 22 markets filled</li> <li><input type="checkbox"/> If needed, find a volunteer to set-up the music stage (by June 17th). Nathan won't be available to regularly assist after that.</li> </ul> <p><b>Infrastructure Committee</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Shade sail installation</li> <li><input type="checkbox"/> At the market: assist with infrastructure needs</li> </ul> <p><b>Farm Outreach Committee</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Regularly update Maddie on Farmers products for each week</li> </ul> <p><b>Tech</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Vendor/Member Look-up Maintenance</li> <li><input type="checkbox"/> Reservation Page Maintenance</li> </ul>
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## Next Meeting Date

1. Wednesday, May 24th
2. Sunday, May 28th
3. Wednesday May 31st
4. Sunday June 4th