

## Spencer Creek Community Grower's Market Board Meeting

May 6, 2023 at Andrea's house, 29141 Gimpl Hill Rd, Eugene, OR 97402

Notes taken by Andrea Turner, Secretary

Present: Rachel, Glenn, Sam, Nathan, Kelly, Ariel, Maddie, Gordon, Andrea

Rachel:

Checking account balance is \$9461.09

She would like to know how much money to take out in cash for the first market. She heard there might be a change in how we do the booth fees – paying in advance? No, we will not pay in advance. As long as there are no new cash items going back and forth on the POS (point of sale device), then Rachel should be able to determine a reasonable amount of cash to bring.

Sam:

Rules and regulations are updated. The tablet is ready to go. May 20<sup>th</sup> is almost all booked except for one stall (the chef's stall). Maddie is going to send out an advertisement for the chef opportunity.

Sam met with Ava (Randy's assistant). She is a sophomore in high school and academically-minded. Sam told her about the details and she is very excited about all of it. She is really passionate about gaining real-world skills. Ava used to go with her grandmother to sell flowers at the market when she was a little girl.

Andrea: chef committee:

Andrea mentioned that she sent an email to a woman whose husband runs or did run, to the best of her knowledge, food trucks along River Road. She has not heard back from her.

Andrea also mentioned that she is going to reach out to the owners of Nourish ([www.nwnourish.com](http://www.nwnourish.com)) as they are a great like-minded food establishment that not many people know about that would be a great asset to the market.

Ariel's booth will be right next to POP so that she can be there to support the stalls.

Ava will start at the first market and Sam can train Ava for about 4 weeks. On the 5<sup>th</sup> week, Ava would be running the market as market manager while Sam is present, and then, on the 6<sup>th</sup> week, Ava would be running it without Sam. Rachel and Glenn perhaps could be available to help just in case. Ava will be at Board Meetings once the softball season is over.

Glenn asked if we would pay the market manager monthly? Rachel said that she paid Sam in two payments last year. The stipend is \$600 for the entire year. We don't know if Ava will be doing grant management or not. Her stipend should be kept under \$800 (we think) to avoid tax issues.

Ariel:

She finally got into the bits and pieces for running the membership lists. Sam is making the membership binder for Ariel and it will be ready soon.

The POP activities are going to be listed in advance on the Market calendar.

Glenn asked if, on an infrastructure note, Ariel would benefit if there were a storage place for the POP stuff at the Grange. Ariel said, 'Yes!' Nathan said that last year they had plastic storage bins they kept at the Grange for storage of POP activity items.

Music:

Kelly said that 10 out of 22 music slots are filled. Sean at Amoeba (associated with Dakota) said that after the graduation he can send some more kids the way of the market.

Gordon asked if 3 microphones are enough. Rachel said you could tell people to bring their own mics. Gordon has been testing the equipment and it is all working at this point. Gordon has 3 mics and then has another 5 input spaces. If they bring their own equipment then it's fine. Gordon's stall is now going to be right next to the music stall so that will work out well. He will store a lot of the equipment in his stall so the 'stage' will be bigger.

Gordon talked about using the stumps to support a stage. Glenn said that the Grange is already on-board with building a stage on top of the stumps (a covered stage). Andrea asked when that might happen. Glenn said that it has been in the works for a while since the Grange approved of the idea 2 years ago. Glenn did propose putting a deciduous tree there for shade and the Grange liked that as well (just need to watch out for leach field in the parking lot).

Nathan's availability starting at the beginning of July will be more limited (less reliable) for setting up equipment. Perhaps we can ask Ava to bring some friends with her in the morning who could help her set up.

Kelly is trying to get a least 2 acts each Saturday. Kelly asked if 3 acts are too much per Saturday. Rachel said it was okay having 3. Rachel said that when we had lunches for sale at the market, the market did not thin out after 1 PM but for our situation at the moment 2 acts is good. Ariel asked if Kelly had asked Randy and the marimba kids. He had not but he will. Kelly said he will work on getting photos to Maddie for social media posts/advertisements.

Maddie:

The plan is to do a newsletter each week. A few days to a week prior to each market. On social media, she is shooting for 2 times/week. The POP club is covered. She will probably be sending out emails to vendors - spotlights like Sam did last year. Maddie will emphasize that it is free advertising for the vendors. She will ask each vendor to write out a bio (it can be just bullet points), to note which market days they will be at the market. She hopes to create some 'behind the scenes' postings for the vendors and lots of photos are great. Maddie said she will put something on-line about the chef opportunity.

Sam explained that our Nextdoor account is just messed up and we can't modify it. We are proposing that perhaps individuals can post about the Market on their personal Nextdoor accounts. Maddie will put together a little blurb, that will hopefully not get flagged as advertising, that each vendor can use when posting about the market.

Chris was not in attendance at the board meeting today, most likely because the Sherman farm is having a plant sale. He did not send an email to let us know.

Other publicity items:

Sam: about the past and future publicity items – We can make flyers advertising for musicians, advertise at the retirement homes for DUFB.

Glenn indicated that there are a lot of bike clubs on the weekends that cruise through the area and it would be great to connect with them.

We do have funds for advertising.

\*\*\*As long as we list DUFB (matching up to \$20) on the advertising, the DUFB grant will cover the cost.\*\*\*

Nathan will put locations for each sign on the back of the signs.

Sam asked if Kelly will do updates on the Eugene Weekly this year and he said he would not like to take it on. Maddie said she could take it on. Kelly advised her not to take on too many things. Sam said a standardized message would be good to create for the Eugene Weekly so that not too much work had to go into submitting it each time.

Sam – we have a couple of new farmers. One has tinctures and mushrooms. Andrea raised the issue about ethanol in the tinctures and how that might be an issue. Chad Fairfield is the new farmer with the tinctures. It was left open as to whether or not we needed to pursue an inquiry into the contents of the tinctures and labeling.

Kelly asked about any limits on the number of pottery vendors in order to leave open more stalls for produce. There are already 2 potters on the market list of vendors. Diane is not going to be attending every week so we could offer her pottery spot to other potters when Diane is not there.

Just Bread is a company that could perhaps be recruited to sell at the market. We would really like a bread stall.

Infrastructure – signs to put up right before and after the grange to say, “Market up ahead.” Nathan said he can work on that.

Tech stuff – member/vendor look up, approval will be grandfathered in for those vendors who have been selling for years. New products need to be approved.

Ariel has asked, how does she figure out if there are new vendors about whom she should tell the vendor approval committee are signed up or trying to sign up. Sam explained that on the new system that Glenn is making, the vendors who sign up now that are new are “flagged” as new in ‘red.’ The question/vagueness still exists with older members who sign up and for whom the system says they are already approved. If Ariel does not recognize the vendor, then she will ‘flag’ the approved person and send it off to Rachel to check.

Rachel has asked about Norm and Tracy. What do we do about the situation with some of their products? They have sold salsa, popcorn, and pesto in the past. We decided that they will have to use an approved kitchen for such food products and with acidic foods they will have to get licensed properly. They will have to label their honey. Norm and Tracy would need their food handler’s licenses.

Andrea will reach out to Lonesome Whistle to find out about getting 20 pounds of popping corn from them. We have decided that the market can subsidize the purchase of the popping corn and the use of the Grange popping machine. In exchange, Norm and Tracy do the market a service by selling the popcorn.

Sam and Rachel will meet to talk about talking to Norm and Tracy.

Rachel asked about the speed bumps and if we plan to keep them on the ground outside of market time. We need to get approval from the Grange. Glenn will talk about it with the Grange staff at the next meeting. In the meantime, we can store them under the deck.

Maddie asked if Kelly wanted to advertise for musicians. Kelly said no thank you as he does not want to be overwhelmed with a great number of folks contacting him that he has to vet as that process can be quite tedious. That said, he is interested in getting specific referrals that might already be 'pre-vetted' in a way.

Next meeting will be held on Sunday, June 4<sup>th</sup> at 3 PM at Andrea's house.

Meeting adjourned.