



SACKVILLE FARMERS MARKET INC. BOARD OF DIRECTORS MEETING MINUTES

10 February 2021 via Zoom

Present: Anthony Maddalena, Peter Hess, Mary Gillespie, Jessy Wysmyk, Michael Freeman, Judith Cane

Absent: Kent Coates, Sarah Smith

| Agenda Item | Comments | Outcome or Action Required |
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| 1 Call to order (Requires Quorum) and Approval of Agenda- Chair | Call to order 7:05pm Peter moves to approve the agenda; Jessy seconds; all in favor | Agenda approved |
| 2 Review Minutes / Minute Follow-up | January meeting minutes not circulated; approval postponed until next meeting. | January minutes approval postponed until next meeting |
| 3 Financial Review- Judith | Judith balancing 2020 year-end finances to send to Jason for year-end report. Should be a total of \$10,000 in investments. Wayne still has the original cheque & looks as though nothing was deposited into Primerica. | Judith to go back through statements to track the investment funds |
| 4 Market Manager Report – Michael | Discussion around other presentations (by former market manager) being brought forward for market location | |
| 5 Covid Plan Review | Covid operational plan will continue to be updated even as restrictions ease | |
| 6 HR Committee | Would like to circulate job description widely | Sarah to finish job description edits; board to approve at next meeting. |
| 7 Location Committee - Anthony | Have met twice over the past week; Continuing to prioritize a Town | |



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| | <p>owned facility that can be rented by the market.</p> <p>Committee preparing business plan for hopeful special council presentation March 2nd ; This includes financial statements, current vendor fees, permanent vendor list, case studies on key regional markets to compare their construction & operational costs; Money that we could bring to the table.</p> <p>Staying flexible around the exact location – reiterating our preference that the building be in the “downtown core”.</p> | |
| 8 AGM | <p>Will hold on March 3 if possible; Secondary option, March 10.</p> | <p>Judith to contact Jason for financials; Michael to complete term list for board directors; Mary to go over any discrepancies in bylaws that would prevent AGM from being held online.</p> <p>Board follow up on February 16th</p> |
| 9 In-Camera Session | | |
| 10 Adjournment | <p>Meeting adjourned at 8:13pm</p> | <p>Next meeting will be the AGM on March 3rd; Regular board meeting March 10th at 7:30pm</p> |