

SACKVILLE FARMERS MARKET INC.
Board of Directors
MEETING MINUTES - APRIL 9, 2019

Agenda Item	Outcome	Comments	Follow up Action
1. Call to order (7:04pm)	Quorum present	In attendance: Heidi Savoie, Monica Allaby, Wayne Harper, Peter Hess, Peter Higham, Michael Freeman (Market Manager- Ex Officio), Jessy Wysmyk	
2. Approval of Agenda	1. Moved by Peter Higham and seconded by Wayne Harper that the agenda be accepted as amended to include an item to discuss the creation of a past motions document. Motion passed.		
3. Market Manager's report	Board was updated by the market manager on the operational activities since last board meeting.	Next vendor appreciation date set for April 27th at 12 noon.	Market Manager agreed to post board meeting minutes to the public market website on a monthly basis. All board members are encouraged to attend the next vendor appreciation event.
4. Tent & Wind Policy proposal/ review	Discussion to remove this item from the agenda on a standing basis until it was accomplished.	This is an operational policy that falls under the market managers responsibility.	Market manager to review and revise this policy as appropriate.

<p>5. Review of the amended February 5th, 2019 and the March 12th, 2019 meeting minutes.</p>	<p>Approval of the February 5th, 2019 minutes as amended and the March 12th, 2019 meeting minutes.</p>	<p>Motion by Wayne and seconded by Peter Higham that the February 5th, 2019 meeting minutes be approved as amended. Motion passed. Motion by Monica and seconded by Peter Hess that the March 12th, 2019 meeting minutes be approved as amended. Motion passed.</p>	<p>Jessy has agreed to put together a summary document of past meeting minutes that will be live and updated by her following each board meeting.</p>
<p>6. Finances</p>	<p>As Board treasurer Wayne presented the monthly update of the financial position of the SFM.</p>	<p>Discussion around the requirement to vote on accepting these financials each month and it was determined these were presentations for information purposes only and that the voting of accepting of financial reports is for the year end reports only.</p>	<p>This policy to be discussed and reviewed by the Policy committee during its work.</p>
<p>7. SFM Board Document Storage Proposal update</p>	<p>Update on the status of this proposal.</p>	<p>Some progress being made but proposal not ready to share at this point.</p>	<p>Heidi to continue her work on this as time allows.</p>
<p>8. Good governance director course</p>	<p>Brief discussion on the workshop and what we can implement to improve our governance of the SFM.</p>	<p>Great discussion of the take aways from board members attending this workshop with the biggest one being the need for us to develop a strategic plan for the SFM to follow.</p>	<p>- Meeting set for Sunday May 26th from 10am to 12 noon for the first strategic planning session. Location tdb. - Also, Monica to put together a new board member package as was also brought up during this discussion period.</p>

9. Committee Reports	The board was updated on the work of the various committees such as the location committee, the Policy committee, the nominating committee.		Board members are encouraged to review the questions for the survey being created by the location committee and to share their thoughts, ideas, questions with Peter Hess who will provide to the committee for review. The policy committee will be creating a comprehensive list of committees, their purpose and members to share with the board.
10. Next Meeting Date	May 14, 2019, 7:00pm @ Sackville Commons		
11. In-Camera Session		An in camera session took place and the minutes can be accessed online by Board members only.	
12. Adjournment	To end the meeting	Moved by Peter Higham at 9:23pm	