



SACKVILLE FARMERS MARKET INC.

BOARD OF DIRECTORS MEETING MINUTES

December 14, 2022, via Zoom

Present: Judith Cane, Kent Coates, Pete Stephenson, Jessy Wysmyk, Crow Robichaud, Anthony Maddalena, Gregory Burton, Danielle Latour

Agenda Item	Comments	Outcome or Action Required
1 Call to order (Requires Quorum) and Approval of Agenda- Chair	Anthony calls meeting to order. Judi motions to approve agenda; Pete seconds; All in favour.	Meeting called to order at 7:07pm Agenda approved.
2 Review Meeting Minutes	Pete motions to approve November minutes with ammendment*; Judi seconds; All in favour. *ammendment to clarify that 50% of SFM contribution to electrical upgrades in Bill Johnstone Park to be reimbursed by CAP	9 November 2022 minutes approved with ammendment.
3 Financial Report - Judith	Financial report was presented. November net revenue improved over 2021. Manager wage to increase to \$20/hr beginning week of December 12, 2022.	
4 Market Manager Update - Danielle Latour	Town has completed electrical upgrades to park. The Town paid \$7010.21, SFM paid \$4982.89, 50% of which will be reimbursed by CAP. Eight additional outlets added to lamp posts, and additional exterior plugs added to field house. Panel in library basement received upgrades to enable all outlets in gazebo	Danielle to request a detailed schematic of electrical work from the Town or Tantramar Electric.



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	<p>to be used simultaneously.</p> <p>Concern around insufficient communication from Town during project, potentially jeopardizing grant. Discussion about how to improve communication between Town and market when market is partner in work.</p> <p>Moonlight Madness and Bordertown events were a success, with good vendor turnout and community support. Discussion around change in fee structure for Moonlight Madness and special events with higher rates for non-members.</p> <p>Discussion about difficulties arranging outdoor vendors at winter location while meeting vendor preferences, resulting in inappropriate vendor behaviour. Discussion about existing conflict resolution procedures.</p> <p>53 Christmas boxes ordered by Town of Sackville. Concern from some vendors about lack of equal representation in boxes. Discussion about challenges with equal representation with town employees choosing between several boxes and limitations with price point. Discussion about following up with Town</p>	<p>Kent to draft letter about expectations for vendor behaviour at market for manager to use if needed.</p> <p>Danielle to send message to outdoor vendors that placement will be based on manager discretion and not seigniority.</p>
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	<p>after holidays to receive feedback.</p> <p>Market will be open regular hours on Sat. Dec. 24 and 31.</p>	
5 Location Committee	<p>Walk-through meeting was held with Anthony, Mayor Micheau, Kieran, and Tantramar Heritage Trust. Semi-spacious with potential for adding additional space. Town looking for operational information. Heritage Trust still interested in being partner in project.</p>	
6 Miscellaneous	<p>Location committee and marketing committee to collaboratively develop presentation to new Town Council in early 2023, using feed back from upcoming all-vendor meeting.</p> <p>Brief discussion about AGM, to be continued at next meeting.</p>	<p>All-vendor meeting to be rescheduled for January 9, 2023.</p> <p>Marketing committee to have first meeting in January.</p> <p>Jessy to review minutes from 2021 AGM to see if business has been addressed.</p> <p>Judi to contact Jason to see when Financial Statements will be ready.</p>
7 In Camera Session	Not recorded in minutes	
8 Adjournment	Meeting adjourned by Crow at 8:36pm.	Next meeting January 11 th 7pm.