



SACKVILLE FARMERS MARKET INC. BOARD OF DIRECTORS MEETING MINUTES

January 11, 2023, via Zoom

Present: Judith Cane, Kent Coates, Pete Stephenson, Jessy Wysmyk, Anthony Maddalena, Danielle Latour

Absent: Gregory Burton, Crow Robichaud

Agenda Item	Comments	Outcome or Action Required
1 Call to order (Requires Quorum) and Approval of Agenda- Chair	Kent calls meeting to order. Pete motions to approve agenda; Jessy seconds; All in favour.	Meeting called to order at 7:12pm Agenda approved.
2 Review Meeting Minutes	Judi motions to approve December minutes; Pete seconds; All in favour	14 December 2022 minutes approved.
3 Financial Report - Judith	Financial report was presented.	
4 Market Manager Update - Danielle Latour	Moonlight madness - success, brought in revenue for market comparable to winter market, pop ups brought in non SFM members who might become casual or permanent vendors at regular markets. Christmas boxes for town - distribution went smoothly, changes for future boxes to ensure more equal order distribution for vendors. Survey went out to town recipients to inform box program in 2023. Electrical upgrades at park- waiting for reimbursement from CAP. Total number of	



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	<p>additional receptacles equal to SFM request, but some were not installed in ideal spots for market; will work for better commucation with town for future collaborative projects.</p> <p>Rules and Procedures - discussion was held about current policies and rules for market, and need for better clarity and improvements. Updated rules and procedures to reflect market's current needs/direction and to be communicatated with vendors.</p> <p>Brief discussion was held about fundraiser for winter and potential funding for summer student.</p>	<p>Pete, Judi, Danielle and Danielle to review existing rules and procedures and recommend changes.</p> <p>Jessy to share policies from other regional farmer's markets.</p> <p>Danielle to apply for employment grant through Canada summer jobs.</p>
<p>5 Location Committee</p>	<p>Email received from Heritage Trust, reiterating interest in working with SFM on train station project. Location committee to meet next week.</p>	
<p>6 Miscellaneous</p>	<p>Special Meeting - Discussion was held. Good insights from vendors. Pleased with vision and mission - will take to AGM for vote. Discussed changes to mandate based on vendor feedback. Proposed mandate:</p> <p>OUR MANDATE - The Market exists to:</p> <ul style="list-style-type: none"> a. Promote food that is grown and/or produced in the Maritime Provinces b. Provide accessibility to locally grown and healthy 	



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	<p>products</p> <p>c. Provide accessibility to both traditional and culturally diverse products</p> <p>d. Create local food systems connecting consumers with farmers, fishers, bakers, cooks and prepared food vendors</p> <p>e. Promote artisan vendors who make quality products</p> <p>f. To act as a business incubator</p> <p>g. Provide a community space where people can mingle, socialize and find support; to build community connections</p> <p>h. To collaborate with our municipality and other businesses in our community to make our region a destination for those from outside our community and a home for those within our community</p> <p>Website requires update.</p> <p>Marketing committee next meeting on Jan 17.</p> <p>Town Presentation - hoping to present early Feb. Presentation to be informed by location and marketing committees.</p> <p>Year end receipts for vendors.</p>	<p>Danielle to update website.</p> <p>Judi to compile vendor totals. Kent to help Danielle set up receipt template in excel.</p>
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	<p>Harvest Supper - to be discussed at next meeting.</p> <p>AGM - date to be set when Jason confirms financial statement ready dates.</p>	<p>Judi to contact Jason to see when Financial Statements will be ready.</p> <p>Jessy to manually edit 2021 AGM minutes.</p> <p>Jessy to research current director terms.</p>
7	In Camera Session	Not recorded in minutes
8	Adjournment	Meeting adjourned by Judi at 8:17pm. Next meeting Februray 8 th 7pm.