



SACKVILLE FARMERS MARKET INC. BOARD OF DIRECTORS MEETING MINUTES

May 11, 2022, via Zoom

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

Absent: Judith Cane

Agenda Item	Comments	Outcome or Action Required
1 Call to order (Requires Quorum) and Approval of Agenda- Chair	Anthony calls meeting to order Agenda ammended to postpone financial report until next meeting. Crow motions to approve agenda as ammended; Pete seconds; All in favour.	Meeting called to order at 7:05pm Agenda approved with ammendments.
2 Election of executive	Executive potitions to be filled as follows: Chair - Kent Coates Vice Chair - Anthony Maddalena Secretary - Jessy Wysmyk Tresurer - Judith Cane (to be confirmed at next meeting) Gregory motions to approve executive; Anthony seconds; All in favour.	Executive roles established.
3 Review Meeting Minutes	Jessy motions to approve the March minutes; Kent seconds; All in favour.	16 March 2022 minutes approved.
4 Review Meeting Minutes AGM/ Minute Follow-up	AGM minutes to be reviewed at next meeting.	Anthony to send Jessy location committee report from AGM for minutes.
5 Market Manager Update - Danielle Latour	Change made to commercial insurance policy to include the Town of Sackville as additional insured and to specify the location of the park.	



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	<p>Rental contract with the town has been signed for use of park between May 7th and October 29th.</p> <p>Weekly vendor fees to increase by \$5 /market starting May 1.</p> <p>Yorkshire Celebration public concert to take place at park during market hours between 10am-1pm on August 18th. Discussion was held about opportunities for vendors and concerns around volume.</p> <p>Discussion was held about 'filling' park, or better linking vendors at either end to improve flow.</p>	
6 Covid Plan Review	<p>Gregory motions to abolish existing COVID plan as per New Brunswick public health recommendations; Crow seconds; All in favour.</p> <p>Crow motions to mandate an indoor mask requirement; Pete seconds; All in favour.</p>	<p>Danielle to remove COVID plan from website and to communicate indoor mask mandate with vendors and the public.</p>
7 Harvest Supper Update	<p>Funding through grant with Live Bait - awaiting fund allocation details.</p> <p>Letter received from town granting market permission to apply for liquor license.</p>	<p>Danielle to prepare budget.</p>
8 Financial Report - Treasurer	<p>Financial report deferred until next meeting.</p>	
9 Location Committee	<p>Letter sent by Kent to towns of Sackville, Dorchester, and Point-de-Bute reiterating market's value to the community and requesting that a multi-use building remains a priority for council following amalgamation.</p>	<p>Board members and Danielle to encourage market vendors and community supporters to fill out town survey</p>



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		highlighting permanent location as priority.
10 Marketing Committee	<p>Discussion about improving signage, engaging councillors.</p> <p>Town is making small signs advertising market to go at highway exits.</p>	<p>Anthony to follow up with town about market banner under Sackville sign on Trans-Canada Highway.</p> <p>Jessy to take photo of Pugwash Farmers Market highway sign.</p>
11 In Camera Session	Not recorded in minutes	Pete to be liason with market manager.
12 Adjournment	Meeting adjourned by Anthony at 8:20pm.	Next meeting June 8 th 7pm.