

## **Agenda:**

### **Sackville Farmers Market Board Meeting**

June 18, 2018

7:00pm Sackville Commons

In Attendance: Janice Melanson, Wayne Harper, Rachel Mathis, Heidi Savoie, Margaret Ann Capper, Andrew Linton [Mount Allison Representative, Counsel to the Board and Interim Market Manager]

Please note SFM means Sackville Farmers' Market. 1. Means first approved. 2. Means seconded.

### **Board Meeting:**

Called to order 7:10pm Janice Melanson

#### **1. Welcome**

**2. Approval of the Agenda:** 1.MA 2.Rachel Mathis

**3. Approval of the minutes of May 9<sup>th</sup>, 2018 Meeting:** 1.Heidi Savoie 2.Wayne Harper

**4. Artisan Market [Margaret Ann Capper]:** Was cancelled by e-mail vote. No issues arose from this decision with vendors.

#### **5. Business Arising:**

Harvest Banquet Committee: Have asked for our guidance in regards to if they should move forward with the banquet. We received confirmation for \$1000 of grant money from the town.

- Questions that arose:
  - Does the Sackville Farmer's Market have the capacity to do it?
  - Are the banquet committee members engaged in putting the time to make it happen?
  - Is it financially possible for the SFM to take on this banquet?
- What we would like to see from the banquet committee to make a more informed decision:
  - A proposed budget for event.

Action: Janice to attend next Harvest Banquet Committee meeting on Wednesday June 20<sup>th</sup>. Present the SFM budget to the committee to show them what we have to work with, if we can't secure the income than we can't proceed with the event. Janice will then report back to the board via email and we can vote to proceed or cancel the Fall Harvest Banquet.

Mount Allison Students Orientation Packages: Andrew is meeting the Mount Allison Orientation Chair this week and was wondering if the SFM wanted to add anything to the orientation bag. Orientation is the 1<sup>st</sup> week of September. We would like to create a flyer to let students know about the market and what they can find there.

Action: Andrew to design a flyer with SFM information on one side and 3 scavenger hunt type questions on the back to entice students to come to the market for the chance to win 10 Market Dollars if they answer the questions correctly up to \$100 in giveaway.

**6. Financial Report [Treasurer, Wayne Harper]:** There are some improvements this month; we made a profit of \$1200. We are short of our budgeted table fees but are over last year's numbers. The miscellaneous revenue (book sales, 50/50, coffee sales) is also helping to bring us ahead. Wayne is cautiously optimistic if we continue in this direction that we will meet our yearly budget. View reports in Dropbox.

Investment Update: Wayne spoke with Susan at Scotiabank and she came up with other plans for us that would give us a 3% return on our money. Wayne also spoke with an investment company but they refused because there were too many obstacles/questions/uncertainties. With the current financial situation of the SFM we are all in agreement that it is better to keep the \$10 000 where it is so we can have easy access to it in case of emergency.

**7. Market Report [Andrew Linton, Interim Market Manager]:**

The setup and tear down are becoming smoother and easier to do. The vendors have better recognition getting to know and are getting more comfortable with Andrew. Collecting vendor fees is going well. There are still vendors raising concerns/asking questions about the changes happening. Andrew has been directing these to a board member. Overall, market is continuing to run smoothly.

We are still vetting through applicants for the Market Manager position which will more than likely not be filled by July 1<sup>st</sup> as anticipated. Andrew will be available to remain in the interim manager position for a couple more weeks and is open to training the new Market Manager.

Action: Heidi to give Andrew passwords for the Instagram and Twitter accounts, as well as admin privileges on the Facebook page so he can manage the social media accounts.

**8. In Camera Session:** See Dropbox

Adjournment: 9:09pm MA

Next Meeting: **July 24<sup>th</sup>, 6:30 at the Sackville Commons**

Respectfully submitted: Heidi Savoie, Secretary