

## MINUTES

### HELENA FARMER'S MARKET March 18<sup>th</sup>, 2020

**Present: Gail, Micah, Kate, Kevin, Kris (staff), Scott, Taneasha, Terry**  
**Meeting called to order at 6:05 pm**

- I. Gavin Blocker – Possible Board Member -nope
- II. David Fisher – Possible Board Member - nope
- III. Les Elford - next month
- IV. Tiff's comments - ask Scott, I didn't catch it
- V. Minutes from February 19<sup>th</sup>, 2020 Meeting
  - a. Kate motion, Kevin seconded; passed
- VI. Financial Report – Terry. (skipped)
- VII. Employment Committee – 1 Crossing Guard needed. Plans? United Way, Food Share – possible sources.
  - a. Harlan & Tiff meeting on Friday, 16 people applied for crossing guard position
- VIII. East Helena Market – Dot
  - a. back on schedule for the city hall parking lot
- IX. Rules Committee – Harlan, Scott, Taneasha – Report in February. Final approval in March.
  - a. motion to approve ? Kevin, Gail seconds. Motion passed
- X. By-Law Committee – Kate, Harlan, Kevin – Report in February. Final Approval in March. – recommends no changes.
  - a. we need a little more time
- XI. Spring Vendor Meeting – 04/11/20. – Life Covenant Church. 800 North Hoback. 10:00 to 12:00.
  - a. Letter has gone out to vendors. Kris has not contacted presenters yet but will this week.
  - b. Kevin: the health dept is having a meeting this Friday am, we should ask them if they're available for our spring vendor meeting
  - c. Gail: we should decide X first (I missed it) recommend that we move the discussion up now. Scott: my opinion on the subject is we just don't know. It's still a month away and we don't know what will happen. I think the media has blown this out of proportion. Micah: as far as events go, I've noticed a huge amount of cancellations. It would be good to get ahead of it. Gail: I agree... I also don't think we are exempt from this just because we're one of the last states to have reported cases. I don't think we should go on : the Gov has said groups of 50 or less should not gather. 6 feet or less apart which isn't possible, and the president himself said groups of ten or less... it's easier to cancel now than two weeks from now (Scott didn't agree)
  - d. Terry: I think we should take this a day at a time, access it every week, keep in touch with the county and make a decision. Mark: it's my opinion that the vendors meeting is going to be \_\_\_ or bust. The vendors are going to be the first ones to drop out. so we use the vendor meeting to gauge it
  - e. Kate: people may not come to the vendors meeting anyway. Mark: then they won't be coming to the market.. it's two weeks later. Kris: can we even use the church for the meeting? It's a touch

premature to cancel though. Kevin: let's make an assumption that the vendor meeting is called off, what is our plan of action - a mailing? We need a plan just in case this doesn't happen. Scott: the only contingency plan is sending out an email to everyone to cancel it. There is no postponing it. and our next meeting is scheduled to happen after it. Kevin: let's move our next meeting up then Scott: yes, how about April 1st?

- f. Is Kevin attending a meeting on Friday? It's a conference phone meeting weekly that anyone can join. 8:30 , Kevin will send the info to everybody. Let Laura H know if you're going to be there.

XII. Spring Vendor Meeting Letter.

- a. Micah motions, Gail seconds; approved.

XIII. Contact presenters for Spring Vendor meeting.

- a. Kris will do this week

XIV. Non-Profit Days – 06/20, 07/18, 08/22, 09/19

XV. Spring Vendor Meeting Agenda.

XVI. Line painting – 03/29 and 04/05 provided decent weather

XVII. Covid 19.

XVIII. Conflicts with Downtown Helena Activities? - Kate

- a. Governors Cup
- b. Micah's festival canceled - sponsorships :( until 2021

XIX. Recipe committee update – Kate, Kevin, Arlene

- a. five responses

XX. Scholarship – Tiff, responses?

- a. two responses

XXI. Social Media/Website Committee – Farmers' Market e-mail – Gail, Terry, Kevin

- a. Kevin: we did meet with Edge marketing
- b. Kris: radio ads: on the 21st we'll be on 105 and on the 22nd we'll be on coffee talk

XXII. File Management – Google Team Drive. – Kate – Gsuite?

<https://drive.google.com/drive/folders/0B6fSjs35SeuYR3doZjVRaTNyT3M> We have a google drive with our G-Suite subscription. <https://drive.google.com/drive/u/1/my-drive> Sign in using the same login information for the e-mail.

- a. Kate: we are not a nonprofit

XXIII. Farmers' Market e-mail. Access. Responsibility?

XXIV. Vendor Survey – Kate, Kris

XXV. Budget Committee report due in February – Tiff, Terry, TQ, Harlan

XXVI. Raise fees for next season? Too late this season. \$25.00 for day. \$325.00 for first reserved. 250.00 for second reserved space. \$200.00 for each additional space?

- a. Scott: at 13 weeks it's better to reserve.
- b. Kevin: I didn't catch his idea about the weather ??

XXVII. Board member opening.

XXVIII. Spending other money

A.) Sail Signs for Both ends of the Market - \$232.00 Each - Green

Kevin asks for artwork to be ready by the next meeting. Would they be ready for the first market? Scott: probably not KEvi motions, Tiff seconds; motion passed.

B.) Audit – Cost = \$ Already approved. \$1400.00 - MOU

C.) Brochures – abbreviated rules

D.) Employee Wardrobe – XXL – 2 t-shirts, 2 long-sleeve t-shirts, 2 hooded sweatshirts = \$171.30 or \$192.90. Irish Green L.S. = 25.95. S.S. = \$24.00. PC850H=\$35.70 Athletic Kelly or F170=\$46.50 Forest Green

E.) Member Vault \$129.95 per month.

Scott: mailchimp works fine.

F.) New Road Signs – 5 Road closed ahead, 5 Detour, 10 bases?

G.) \$700.00 to Parks Dept. to get our old spaces back?

Scott: I will have feedback soon so we can decide on that next meeting.

H.)

I.)

J.)

XXIX. Other Business

XXX. meetin gadjourned at 7:01 pm

XXXI. Next board meeting – April 15<sup>th</sup>, 2020 6:00 P.M. at Perkins