

Kemptonville Farmers' Market

Meeting Minutes
April 18, 2018

Opening

The Vendors' meeting of the Kemptonville Farmers' Market was called to order at 7:00 pm on April 18, 2018 in Grenville Mutual Insurance Building by Linda Courteau.

Present

Linda Courteau, Jenny Playfair, Catherine ten Den, Keith Lewis, Barry Gregory, Stephen Kenward, John Barclay, Kelly Broad

Guest: Bruce Enloe

New Business

Introduction to the market. Bruce started the Market in 2007 and described its growth to the present day.

Information Packages were made available to all vendors.

Application Forms with the Rules and regulations. Both must be signed.

Fees had to be raised to cover costs. The Kemptonville Farmer's Market is still one of the least expensive for Vendors.

Electricity on site. On a first come first served basis. Spots will be assigned at the market and for returning Vendors, same spots will be considered.

The Market has to have more than 51 % Primary producers or value added producers. When this criteria has been met, non producers will be given allocated spaces.

Anti Harassment & Abuse Policy.

As we are a Not For Profit Business this document is necessary, please read and sign it.

Basically a first offence i.e.: shouting, shoving, etc. let the Market Manager or a Director know. In the case of a second offence, a letter will be sent from the market Director. A third offence will be dealt with by the Board of Directors.

Note. Please do not try to deal with the situation your selves.

Market Constitution. This document is in the Packages for reference. Please read it.

Market Bucks. They are of no cash value and if accepting as payment, please do not give change.

You will be re-reimbursed at market's end by the Manager.

Market Passports. Example included in the Package. They will be handed to Vendors at the beginning of the season. Give to Customers and get them to collect signatures and date of purchases when they buy from you. When they have collected 10 signatures, the passports can be handed in at the Welcome tent and another will be provided. There will be a draw at the end of the season for a prize. A Second passport will also be signed by the selling vendor and at seasons' end our Regular Customers will be invited to our annual closing Pot luck.

Full Time vendors have a choice of sites first. Let the manager know. It is IMPERATIVE to let Kelly know before 6:00 pm the Friday before the market, if you won't be coming or you may be late. Weekly vendors MUST let Kelly know when they are coming. Email notification is fine.

Emergencies are understandable. Kelly can then move Vendors around to keep the site looking full.

Volunteers. We need assistance with setting up tents, picnic tables and the Stage etc.

Photographer. If anyone knows of a person to take photos to be posted on our web page and face book, please let us know.

Welcome Tent. There will be brochures, recipes, the weekly Door Prize draw, information etc.

Hoping for student Volunteers (community hours) and also from our partners.

Weekly Door Prize. Every week 2 Vendors will be asked to donate 2 items which will be the prize for the week.

Vendor 50/50 Draw will be held again this year.

Advisory Committee. This Consists of John Barclay, Deron Johnston, Jim Beverage, and Bruce Enloe.

A listing of special events was provided. Vendors are encouraged to dress up and decorate their booths for the specific occasion.

Upcoming events were discussed. Follow our web page and facebook for upcoming events and use media for promoting your own business.

Equipment Rental. Canopy, tables, weights, available for rent, especially for someone trying out the market scene.

Local Business Promotion Table. For a fee, a table would be offered for local businesses to promote themselves, with no selling involved.

Labelling Workshop May 12th, given by Reg and Cathy Coffey. See flyer in your package. Food has to be properly labelled for the safety of both vendor and customer to follow the Regulations that are in effect.

A question and answer period followed.

Adjournment

Meeting was adjourned at 9:30 pm by Linda Courteau. The next general meeting will be at 7:00 pm on May 2, 2018, in the Grenville Mutual Insurance Building.

Minutes submitted by: Jenny Playfair

Approved by: KFM Board