

**North Iowa Farmers Market Board Meeting Minutes**  
**May 10<sup>th</sup>, 2018**

Meeting was called to order by Chair Lassise at 12:00 PM. Members attending: Sandahl, Rissen, Kelsey, Nau and Lassise. Boyd and Tweeten also participated by phone.

Bylaws - The Bylaws of The North Iowa Farmers Market were unanimously approved. The motion was presented by Riesen, seconded by Sandahl. Lassise will forward the adopted bylaws to Healthy Harvest of North Iowa to finalize 501c3 subsidiary agreement.

Vendor Committee - Vendors Fuller, Strasheim, and Rasmussen have expressed interest in the NIFM Vendor Committee. Lassise will prepare a vendor ballot with these 3 candidates and 3 open/write-in spots. Tweeten will email the ballot to vendors - ballots are due 6:30 p.m. on Friday, May 19th. Ballots may be returned via email, or at the ballot box at the market. *NOTE: Perhaps we should give more time to return ballot - have ballot box at Tuesday/May 22 market also, so vendors have a week to respond? Also include a mail/PO Box response option?*

Community Tent - St. John's has agreed to manage/facilitate Friday tent activities; the group needs to review the Community Tent policy. Discussion followed clarifying Tuesday and Friday market activities. It was agreed that primarily, Tuesdays is focused on kids activities and Friday is a broader "community tent" day. We acknowledge that there may be crossover - a community group may come on Tuesday to do a kids activity and a Friday community tent participant may include a kids activity. The need to keep the calendar current was emphasized as we work to engage partners in market activities. Boyd agreed to update and link market calendars.

New Vendor Approval - Outstanding applications were approved. Insurance communications were discussed. MMM moved old insurance documents to current year, so we need to double check insurance documents. Tweeten will communicate with vendors on this issue to make sure we get all current insurance documents. It is of particular importance for the 10 vendors who plan to attend first market. Nau cannot issue invoices until insurance is confirmed.

Other Business-

Sandahl reported that the city has agreed to do curb cut-out from the sidewalk to the lot to address access/safety concerns.

The group discussed the need for additional/new board members. Potential candidates were discussed and asks outlined.

Market barn clean-out scheduled for Friday, May 18 - time TBD

The 2018 NIFM poster was printed and is available for distribution

Meeting adjourned 1:00 pm.