

Norfolk Farmers Market Steering Committee
Monday, November 4, 2019
Town Hall

Present: Lisa Auclair, Doug McDevitt, Dick Tomaselli, Lisa Bequillard, Darla Lovett, Jan Alteri, Michelle Fratini, Mary Jo Tomaselli, Margaret Saxe, George Vinick.

Guest: Marie-Christine Perry. Katherine Kasacek, Sara Brusio

Meeting called to order by Chair Lisa Auclair at 5:30 p.m.

Minutes of the previous meeting approved: Motion by Margaret Saxe, second Dick Tomaselli.

Financial Report: Some expenses for the current year have come in lower than budget. Expenses have been kept to the conservative side. Jen Ratcliffe has agreed to resume the job of treasurer and will meet with Lisa to go over the reports.

Budget Planning: For the 2020 season will begin at the December meeting and continue through two meetings in January. Committee will approve final budget at the second January meeting.

Change of meeting day: Due to job constraints Lisa is requesting a change of meeting day. She will check with Town Hall for conference room availability. Lisa Bequillard will look into meeting room at HUB if Town Hall is not free on the nights we can meet.

Thanksgiving Market: Michelle reported that there are 17 vendors. Lisa has spoken with Selectman Riiska and he has approved use of downstairs space to accommodate them. Lisa and Angie will coordinate spaces.

Holiday Market: Michelle reported there are 19 vendors committed. Margaret and Michelle are working on soliciting authors. Michelle is searching for community organization to sell wreaths.

Grant Suggestions: No update.

New Business: Lisa has discussed permanent signage with Selectman Riiska and he has agreed to adding a market sign to the permanent Welcome to Norfolk Signs. Lisa would like to see the signs attached on Thursday and removed after the market on Saturday. The sign will look like the Weekend in Norfolk Sign.

Website: Needs work. Catherine will take over and maintain site.

Winter Weekend in Norfolk: Committee will consider doing a pop-up market. Mary Jo should have summer market cards prepared for distribution that weekend.

Food Ideas for 2020 Market Season: Margaret has been researching other markets' prepared foods. She suggests expanding Cook the Market to sell small portions that could be lunch options. We might also sell pre-packaged ingredients and include recipes for people to take home. She also suggests picnic tables be made available.

Holiday Party for Vendors: It was decided to postpone until April.

OMD – the mission driven market: Lisa gifted each committee member with the book of that title and asked that they read and become familiar with the concept that we can incorporate into the market mission statement.

New Committee members: Catherine Kasacck and Sarah Bruso will see Town Clerk for official swearing in. Marie-Christine Perry would like to join the committee. Lisa will contact her with formal invitation to join.

Committee in Executive Session: 6:40 p.m.

Executive Session ended 6:49.

Respectfully submitted:
Mary Jo Tomaselli