

Norfolk Farmer's Market

Minutes

March 4, 2019

Present: Margaret Saxe, Valerie Johnson, Jim Zazra, Angie Bollard, Lisa Bequillard, Lisa Auclair, Mary Jo Tomaselli, Richard Tomaselli, Michele Fratini, Doug McDevitt

Call to Order: The meeting was called to order by at 5:27 p.m. by Lisa Auclair.

Old Business

Motion was made to approve the minutes of the February 18, 2019 meeting by Jim Zazra, seconded by Margaret Saxe and unanimously approved.

Financial Report:

Vendor revenue for fees for the Winter Market is at \$1,400 for a budget of \$1,500. Canvas bags were purchased for a cost of \$756.47. Balance as of today is \$3,798.07.

Winter Markets:

Michelle is checking with the vendors to see who is attending. She is dealing with Farm Country Soups about coming to future markets. The April 20, 2019 is the closest to Easter. It was mentioned to have the Easter Bunny attend to bring families in and give children a small candy and then have a door prize raffle for both the adults and the children. It was decided to just have raffles for children and adults. Margaret will ask Bevan Ramsey if he would like to do face painting. This can go into the school newsletter. Michelle and Lisa will contact Botelle and Colebrook Schools to add this to the newsletter. Mary Jo Tomaselli will put a flyer together for advertisement by April 5, 2019.

2019 Appeal:

The Annual Appeal letter packets are assembled and will go into the mail March 5, 2019.

Harvest New England Conference Overview:

The Conference was attended by Lisa Auclair and Angie Bollard. Angie and Lisa updated the group on the ideas that came from this meeting. Lisa updated the group that the FDA has taken over regulation on food safety regulations. The smaller farms will have different regulations than the larger farms. Safety protocol needs to be followed. Lisa would like to research and get some information out to our vendors as a courtesy. Angie will obtain an incident report and a checklist for walk through for safety for each Market.

Summer Session, Event and Marketing Brainstorm Session:

Cook the Market dates 2 in July 3 in August, and 2 in September. July 13, 2019 will be Dog Days. Kids day will be in August and Margaret Saxe will head that up. Mary Jo will line up Winter to come and photograph the events. The photos will be put on the Website and Facebook. There will also be a Market Dog page for dogs that come to the Market. Lisa indicated we already have musicians for the Market and two new musicians as well. Bring a

Friend to Market Day was discussed and a coupon offering a free coffee would be on the site. They would need to bring the coupon and their friend and get a free coffee. We will check with Great Cape to see if they would agree to this. Angie had an idea for a Kids Cook the Market. She also had an idea of a design next years Friend Pin contest. It was suggested that this could tie in with Botelle Day. We should also invite Colebrook School to these events. Another possible idea is a June 8, 2019 kick off the Summer event

New Business

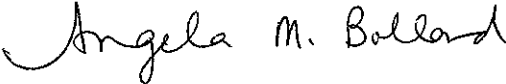
Lisa Bequillard has agreed to be the Market Liaison with the Hub.

Meetings:

The next meeting will be held April 1, 2019.

Motion was made to adjourn at by 6:35 pm by Richard Tomaselli and seconded by Margaret Saxe and unanimously approved.

Respectfully Submitted

A handwritten signature in cursive script that reads "Angela M. Bollard". The signature is written in black ink and is positioned centrally on the page.

Angela Bollard
Secretary