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**Carrboro Farmers’ Market Board Meeting**

**Carrboro Town Hall**

**April 27, 2015**

**Attendees:** Beth Myers, Abraham Palmer, Leah Cook, Betsy Hitt, Nancy Zeman, Rose Lyon, Hathaway Pendergrass, Rob Bowers, Erin Jobe

**Absent:** Rob Tolbert

**Minutes Review:** Minutes from theMarch 30, 2015 meeting were reviewed. Leah motioned that the minutes be approved as written. Rob B. seconded the motion. The minutes were approved unanimously.

**Financials Review:** Erin noted that the apparel sales look low, but said that we are on target. The ATM income is better than last year at this time. There is still money to transfer over in the Market Perennials column. The website fee will be lower than budgeted; the new annual fee is $179/year. Beth motioned to approve the financials; Leah seconded. The motion passed unanimously.

**Discussion of Letters to the Board:** Discussions of how farms/businesses can add a new business owner and when/how the new owner would be allowed to sell at market were held, Some ideas discussed were to have a new owner be an active participant for a given period of time; the new owner should have a certain portion of the business; the new owner should be involved and knowledgeable about the business. Abraham noted that the Market has a bias toward farmers and there was consensus that this was the case.

**Guest Vendor Policy Updates:** Vendorswho have a catering licensesand who have packaged, prepared foods are eligible. Guest vendors must use local products in their recipes. Angelina’s Kitchen, ACME, and Neal’s Deli are all interested. Erin suggested we look at possible dates to pilot a few vendors to see how the customers like it, how it fits with the market, etc. Erin proposed a $75 fee to vend on a Saturday market. Erin will let the Market members know through a handout at Market about the guest vendor idea and proposed policies. Leah suggested that the guidelines also have a line that guest vendors be responsible for leaving their space clean when they leave the premises. The guidelines should also have wording about parking (i.e., some spaces will be drop-off; extra workers will need to park at Carrboro Elementary). The Board gave Erin the go-ahead to start scheduling guest vendors in June.

**Melina’s Pasta:** Carmella joined the meeting. She reiterated that she is questioning the substitute policy, not the transfer of membership policy. Rob. B. addressed many of the items brought up in Carmella’s letters. He noted that the Board has been struggling with a number of these issues for years. The Board is not prepared to make any quick changes to guidelines and policies, but is committed to coming up with a clearer understanding of who involved with the business can sell, how small businesses in the market can grow, etc., while preserving the vibrancy, core strength, and integrity of the Market.

**Amended Applications Follow Up:**

James Creek Orchard Cider: They are planning to use their own apples for cider. Betsy moved to accept the amended application; Leah seconded the motion. The Board approved the motion unanimously to allow the sale of cider at the Market once copies of all appropriate licenses are presented to Erin. Celebrity Dairy Microgreens: Microgreens are being grown by another business. We need to get more information; Betsy will follow up.

**INSPECTIONS:**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **CFM MEMBER** | **INSPECTOR(S)** | **DATE**  | **RANDOM (Y/N)** | **PASSED (Y/N)** | **COMMENTS** |
| Turtle Run | Betsy | 4/27/2015 | Yes |  |  |
| Chicken Bridge | Abraham | 4/27/2015 | Yes |  |  |
|  |  |  |  |  |  |

**2015 Inspection Process:** Erin will provide the business’ applications prior to inspections so the inspector will know what the producer has claimed as products.

**Market Hours Survey Discussion:** The Board discussed getting customer counts once an hour on Saturdays. Surveys will be send to customers by email and taken at the Market.

**Manager’s Report:** Erin is working with the Town on a Pollinator Day. Some businesses would be setting up in the gazebo providing information, but not selling. CFM has been nominated for the Community Impact Award. Erin will email the Board with prices for an ad to be placed in the News & Observer. The new website is up and running. Cane Creek will be asked to get a label that says “Processed by Left Bank Butchery”. The Strawberry Jamboree is on May 16. DSI will do a storytelling event on a Thursday night in June.

**Next Meeting:** May 25 at 7 p.m.