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**Carrboro Farmers’ Market Board Meeting**

**Carrboro Town Hall**

**August 24, 2015**

**Attendees:** Beth Myers, Leah Cook, Rob Bowers, Erin Jobe, Betsy Hitt, Rose Lyon, Abraham Palmer, Rob Tolbert, Margaret Krome-Lukens

**Minutes Review:** Minutes from theJuly 27, 2015 meeting were reviewed. Abraham motioned that the minutes be approved. Beth seconded the motion. The minutes were approved unanimously.

**Financials Review:** Erin noted that the $1400Tomato Day marketing and advertising has not yet been reflected in the budget. Wednesday and Saturday stall fees are down, reflecting the smaller number of vendors attending this year. The guest vendor stall fee of $75 has been added to income, and we expect to bring in about $1,000 in guest vendor stall fees this year. We went slightly over budget with traffic officers this year, due to a calculation error when writing the budget last year. The board recommended keeping an officer there through Labor Day. The balance sheet reflected a new item: undeposited funds to give the board a better idea of the amount of money in the bank account. Jane is retiring at the end of the year, and Erin will begin looking for a new accountant. An updated budget worksheet projects a net profit of $4,500 this year. The board is okay with keeping the extra cash on hand for unforeseen expenses. Erin will discuss tax implications with accountant.

**Advisory Committee Meeting Recap**: Erin shared ideas from the advisory committee meeting which included a Spring Fundraising event to raise money for CCCC scholarship, in place of the food truck rodeo series. Leah mentioned to be mindful of not asking too much of chefs.

**Farm Unit Discussion:** Erin reviewed agreed upon changes to date, and presented new proposed language derived from our agreement with the Town of Carrboro. Board discussed implications of the new proposed language and calling a special meeting to discuss the changes before the Annual Meeting.

The new proposed language to be added to the Requirements for Membership was:

*\*All members must be owners of the business and have a significant financial stake in the business. An employee does not meet this criteria.*

*\*All members must be actively engaged in the production of the items sold.*

**Bell Policy:** New language was added to allow exceptions to be made at the discretion of the board.

**Manager’s Report:**

**Market Bunch Program:** Margaret presented information on the program. Over 70 kids have showed up to do activities, and volunteer interns are assisting.

**Carrboro Cooks!:** A second session of the kids cooking classes are to start soon on Wednesdays.

Vendor of the Week boards have been well received. Margaret has been putting these profiles together to be posted at Market.

**Harvest Dinner:** Erin will buy lights and tablecloths to use into the future. Erin will invite new interns to attend the dinner and will relaunch the Market Perennial Program at the dinner and recognize existing donors. Erin will reorder Market Perennial Bags.

**Town Commons Renovations**: The renovations are moving forward. A RFP must be made for each phase of the process.

**Food Safety Plan –** Erin received a guide to best food safety practices from NCSU and plans to reviews these with Abraham for feasibility of implementing practices at Market.

**INSPECTIONS:**

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| --- | --- | --- | --- | --- | --- |
| **CFM MEMBER** | **INSPECTOR(S)** | **DATE**  | **RANDOM (Y/N)** | **PASSED (Y/N)** | **COMMENTS** |
| Turtle Run | Betsy or Rob T. | 4/27/2015 | Yes | Yes |  |
| Chicken Bridge | Abraham | 4/27/2015 | Yes | Yes | Might add chicken eggs back on application |
| Celebrity Dairy | Betsy |  | No | See comments | Biochar passed; microgreens did not pass since there appear to be two businesses involved |
| Louise Parrish | Erin | 5/25/2015 | Yes |  |  |
| Zacchary’s Farm | Betsy | 5/25/2015 | Yes | Yes |  |
| Timberwood Organics | Rob B. | 6/29/15 | Yes |  |  |
| Benjamin Vineyards & Winery | Rob T. | 6/29/15 | Yes |  |  |
| Cane Creek Farm | Betsy and Rob T. | 7/27/15 | Yes | Yes | Include an inspection of Left Bank Butchery |
| Flat River Nursery | Rob. B. and Leah | 7/27/15 | Yes |  |  |
| Peregrine Farm | Beth  |  |  |  |  |
| Three Waters Farm | Erin and Margo |  |  |  |  |

**Next Meeting:** September 28 at 7 p.m.