

Oak Park Farmers' Market Commission Meeting – January 9, 2013

Present: Chairperson Melissa Wittenberg; Commissioners: Rebekah Braslow, Molly McDonough-Carson, Bob Melican, Aly Schoenfeldt, Jennifer Lowe; Market Manager Jessica Rinks; Staff Liaison Mike Charley; Vendor Liaison Jim Vitalo.

Excused: Commissioners: Barbara Colpoys, Nancy Fjortoft and Warren Bakker
Church Liaison Jeff Petertil.

1. Call to Order

- The meeting was called to order at 7:08pm.

2. Non-Agenda Public Comment

- Ken Campbell attended and discussed his involvement with the start of a community garden at a Cook County Health and Hospitals System campus. He is considering becoming a Farmers' Market Commissioner.

3. Approval of November Minutes

- Minutes approved with suggested changes.

4. Budget & Staff Report

- Results of the 2012 Vendor Survey were discussed. Salient points of the survey mentioned by Jessica Rinks were;
 - i. 16 out of 26 vendors responded.
 - ii. Vendors were not opposed to a fee associated with usage of the credit card device.
 - iii. Of 8 responses to the question on allowing cooperative farming agreements there was a 50/50 split on allowing or eliminating.
 - iv. Vendors believe attendance was down and shoppers are spending less per trip this year.
 - v. Believe there is a lack of variety of fruits and vegetables and meats and cheeses at the market
- 2013 Application is currently being updated and will be delivered to the Village Communications Department next week. The goal is to post on the website late next week.
- Due date for the application is March 15, 2013.
- Discussion on the definition of limits on coop produce allowed as mentioned in the application. Determined the application definition in Section F Cooperative Growing should be applied to bullet number 3 on the application cover letter.

5. Chairperson Report

- Discussion on the relevance and past activities of sub-committees
- Agreement that most activities of sub-committees have been absorbed by the Market Manager position.
- Sub-committee assignments will be discontinued.
- The Chairperson described activities and special events she currently directs and would like to begin transitioning to Commissioners. These include:

Friends Management & Friend Recruitment Night, Opening Day Vendor Breakfast, Green Days, Stone Soup and application editing.

- No plan to begin to transition activities, but should be discussed at a future meeting this spring.

6. Church Liaison

- Information provided by Jeff Petertil regarding donut sales and donations was discussed. The Church commended the Farmers for their large quantity of donations to the food pantry this season. Donut sales were down, confirming the supposition that market attendance declined this year.

7. Merchandise and Sales Report

- Inventory will be conducted this spring.
- Rebekah volunteered to assist.

8. New Business

- The Village Chairperson Meeting will be held on January 30 at 7:00 at Village Hall. The Chairperson is unable to attend and a substitute is needed.

9. Old Business

- No old business.

10. Confirmed Next Meeting Date

- Next Commission Meeting will be held on February 13, 2013 in Room 101 of Village Hall.

11. Adjourn

- The meeting was adjourned at 8:35pm.