

Oak Park Farmers' Market Commission
Meeting Minutes
October 9, 2013
Village Hall – Room 101

Present: Chairperson: Jennifer Lowe; Commissioners: Rebekah Braslow, Molly Carson, Bob Melican, Nancy Fjortoft; Market Manager: Jessica Rinks; Farmers' Market Staff Liaison: Mike Charley

Excused: Commissioners: Aly Schoenfeldt, Warren Bakker; Farmers' Liaison: Jim Vitalo; Staff Liaison Village Trustee: Ray Johnson; Church Liaison: Jeff Petertil

FARMERS MARKET COMMISSION
October 9, 2013
7:00 pm
Village Hall – Room 101

- 1) Call to Order @ 7:05 pm
- 2) Agenda Approval – Agenda was approved
- 3) Public Comment – Public comment was made by Lisa Capozzi. Lisa submitted her application to join the Farmers' Market Commission on September 21, 2013. The CIC commission voted to forward Lisa's name to the Village Board for Appointment to the Farmers' Market Commission on October 3, 2013. As long as Lisa has interest in joining the Farmers' Market Commission her appointment to the commission will be added to a future Village Board meeting for approval.
- 4) Approval of Minutes of September 2013 – The Commissioners voted to approve the September 2013 minutes without any amendments.
- 5) Administrative Report from staff liaison - Jessica Rinks showed off the new laptop sunshade, which will shade off the sunlight on the laptop screen at the Farmers' Market.
- 6) Vendor Liaison Report – No Report, Vendor Liaison not in attendance
- 7) Church Liaison Report – No Report, Vendor Liaison not in attendance
- 8) Old Business:
 - a) Computer Screen – Jessica Rinks showed the Commission the new computer screen that was received within the last week. The screen will be used at the Market this Saturday.
 - b) Stone Soup – Rebekah Braslow stated the following tasks must be accomplished to ensure Stone Soup progresses without a hitch:
 - i) Pick-up of rented stove and propane tank: Mike Charley confirmed that he will have staff pick up the stove from the rental place on Friday and deliver the equipment to the Farmers' Market shed.

- ii) Location of stone soup location: It was confirmed that the location of the stone soup set-up will be near Ted’s Greenhouse. Jessica Rinks must contact Ted’s to communicate this.
- iii) Donated vegetables – Jessica Rinks will remind vendors prior to October 19th to donate vegetables for the soup at the October 19th Market.
- iv) Donated Cheese – Rebekah Braslow will contact Brunkow Cheese to ask for a cheese donation..
- v) Donated Bread/Croutons from Red Hen: Rebekah Braslow will contact Red Hen to ask for their bread/crouton donation.
- vi) Stone Soup Story – the stone soup story will be printed and be provided at the Market
- vii) Inventory cups and utensils – Rebekah Braslow will work with Village staff to inventory current supplies of plastic spoons and soup cups. If spoons and soup cups must be ordered, this information will be communicated to Farmers’ Market staff. The following items were ordered from Green Home Experts in Oak Park in 2012 for stone soup:

Hot 8 oz cups (case)	Quantity:1000	\$ 100.39
265 PSM Spoons Case	Quantity:1000	\$ 59.89

- viii) Single-use disposable gloves – The Village will provide the single-use disposable gloves for handling cheese and croutons.
 - c) October Calendar vacancies – Jennifer Lowe communicated that commissioners review the October calendar and that vacancies in scheduling be filled.
 - d) Ordinance – Nancy Fjortoft asked where the Commission/Village is with the draft/recommended ordinance and Rules of Operation revisions. She asked that Molly Carson and Mike Charley continue discussion on the ordinance and Rules of Operation moving forward since her last official commission meeting is November 13, 2013.
- 9) New Business:
- a) Tables outside the Farmer’s Market – Mike Charley provided the background information on the status of the popcorn guy including that the Police and Village Clerk’s Office are collaborating to ensure the popcorn guy is working under the Village’s Ordinance requirements.
 - i) According to Nancy Fjortoft the solicitors routinely hang out on the sidewalk impeding traffic, she received a complaint from a woman last week that had a hard time pushing her stroller through this area.
 - (1) Bob Melican asked if the chiropractor giving free spine evaluations can legally be out there. Mike Charley stated that he would forward this information to the Village Clerk and the Police Department to ask if this is legal and they will provide some feedback/follow-up.
 - ii) Mike Charley asked Jessica Rinks to start inventorying who is out there every week. Jessica agreed this would be a good idea.
 - b) Molly Carson stated that she thinks vendors should be reminded to offer sales through the wireless system until the 1:00 pm closing time. Molly Carson stated that on more than one occasion she visited the flower vendor around 12:30 pm to purchase flowers using the wireless process and the vendor stated that the flower vendor had already put away

all her wireless processing chits and that flowers could only be purchased using cash. It was agreed that Jessica Rinks would email the flower vendor asking them to keep the wireless chits available until 1:00 pm.

- c) 2014 Work Plan – Work plan finalized. Nancy Fjortoft motioned to approve the work plan, Rebekah Braslow seconded the motion. The Work Plan was unanimously approved by the Commission.

10) Board Member Comments - No comments from Ray Johnson, he was excused from the meeting because of a prior commitment.

11) Adjourn @ 8:15 pm

Next Meeting Wednesday, November 13, 2013