

**Bloomington Community Farmers' Market
Advisory Council Minutes
February 19, 2024**

FMAC Members Attending: Tracy Bruce, Cortland Carrington (Chair), Ben Gardner, Mike Gleeson, Karen Saint Rain, Chris Manansala, Rebecca Vadas (virtual), Phrueksaphong “Cheng” Visuthduangdusdee

FMAC Members Absent: Macaulay Ward

Parks Staff in Attendance: Clarence Boone and Sarah Mullin

Members of the Public: Deborah Piston-Hatlen and Edward Robertson

Call to Order: The meeting was called to order at 5:30 pm by Cortland Carrington.

Approval of Minutes: from December 18, 2023 were reviewed and accepted.

1. Old Business

- An Overview of the FM Space Reservation Meeting was provided:
 1. March 7th @ 6 p.m. at SYP Pavilion
 2. FMAC reviewed the agenda elements for the Space Reservation Meeting :
 - a. Welcome & Introductions of Staff
 - b. Special Reports by:
 - i. Jeffrey Taber, Sr. Environmental Health Specialist w/ Monroe County Health Dept.
 - ii. Deborah Hatlen & Libby Gwynn, Farm 2 Family
 - iii. Jessica Martin & Pearl Bohon w/ WIC & eFMNP
 - iv. Annie Eakin w/ Purdue Extension
 - c. FM Market Updates:
 - i. FM Website (Appeal to fill out Vendor Profiles)
 - ii. FM Farm Vendor and FBA Application Counts
 - iii. FM Evaluation Study
 - iv. Special Events for the 2024 FM Season
 1. Opening Day - Saturday, April 6th
 2. 50th Recognition Saturday - May 25th
 3. Youth @ the Market Day - June 15th
 4. From Farm 2 Table - July 20th
 5. Reserved Space Fee Balances due by July 31st
 6. Tomato Tasting - August 17th
 7. Apple Tasting - September 28th
 8. Harvest for the World - October 19th
 - v. SNAP/FMNP Vouchers
 - vi. Vendor Handbook Distribution
 - vii. Accessing, Exiting and Market Lottery Process

- viii. FM Reservation Required Paperwork
 - 1. Contracts/Exhibits
 - 2. Stand Assistants
 - 3. Vendor Forms
- ix. Space reservation Process

2. New Business

- 2024 FM & FBA Vendor Application Updates:
 - 46 Farm Vendors as of 2-19-24
 - 20 FBA Vendors as of 2-19-24
 - 2/21 Farm Vendor Applications and Food and Beverage Artisan applications are due by 5 p.m.
 - 2/27 Acceptance Packets sent out to Farm Vendors
 - 2/28 Acceptance Packets sent out to Food and Beverage Artisans
 - 3/7 Space Reservation and Vendor Orientation Meeting at 6 p.m. at Switchyard Park.
 - 3/27 All vendor/FBA/food truck contracts, W9s & payment due (rolling acceptance may be possible if space is available).
 - 4/6 Bloomington Community Farmers' Market Season Starts
- FM Consultant Study Update (will run until October)
 - FMAC Farm Vendor & Customer Representatives
 - Dr. Karen St. James
 - Phrueksaphong "Cheng" Visuthduangdusdee
 - 2/8 meeting w/ consultant Austin Hochstetler of ZEC Eight Insights
 - Will conduct research and perform engagement opportunities (as appropriate) based on topics derived from the market community
 - Research efforts will yield an evaluation tool. This will provide our staff with resources, data, action plans and a written report that will guide the Market for future years.
- Review of FMAC Terms, Member Recruitment & Vote to select new FMAC President to replace Cortland Carrington
 - Referred to FMAC Roster and noted corrections to Karen Saint Rain and Cortland Carrington's listed tenure
 - FMAC members were queried to determine who desires to reenlist for additional terms? Also, members were asked to make recommendations as well as consider ascending to the chair and vice-chair posts.
 - Selection and Duties of the Chair:
 - At its first regular meeting following April 1 of each year, the members of the Council shall elect the chair and vice-chair who shall hold office for one year. The chair shall preside over meetings, appoint appropriate sub-committees, direct the affairs, present an annual report to

the Board of Park Commissioners, and assist the assigned staff person with the meeting agenda of the Council. In the absence of the chair, the duties of this office shall be performed by the vice-chair.

- FBA Vendor Placement during 2024 Season
 - Requested and received suggestions on how to best promote the “A”, “D”, “E”, and Plaza
- 3. Public Comment - anything unrelated to agenda items
 - Possible policy changes regarding multi-market licenses for vendors to be shared soon by Monroe County Health Department.
- 4. Adjournment at 6:57 p.m.