



FARMERS MARKET ASSOCIATION BOARD REGULAR MEETING

City of Dripping Springs

Council Chambers, 511 Mercer St, Dripping Springs, TX

Thursday, November 19, 2020 at 10:00 AM

MINUTES

VIDEOCONFERENCE MEETING

This meeting will be held via videoconference and the public is encouraged and welcome to participate. Public comment may be given during the videoconference by joining the meeting using the information below. Public comment for this meeting may also be submitted to the City Secretary at acunningham@cityofdrippingsprings.com, no later than 9:00 a.m., the day of the meeting.

The Farmers Market Association Board respectfully requests that all microphones and webcams be disabled unless you are a member of the Board. City staff, consultants and presenters please enable your microphone and webcam when presenting to the Board.

Join Zoom Meeting

<https://us02web.zoom.us/j/83204485185?pwd=ZFRHR0NTVUdDSWxJRkxOWndRcHBRdz09>

Meeting ID: 832 0448 5185

Passcode: 806676

Dial Toll Free:

888 475 4499 US Toll-free

877 853 5257 US Toll-free

Find your local number: <https://us02web.zoom.us/j/83204485185>

Join by Skype for Business: <https://us02web.zoom.us/skype/83204485185>

CALL TO ORDER AND ROLL CALL

Board Members present were:

Gouri Johannsen, Chair

Marianne Simmons, Vice Chair

Teresa Strube, Secretary

Nikki Dahlin

Claudia Oney

Janet Musgrove

Board Member absent was:

David Vincent

Staff, Consultants & Appointed/Elected Officials present were:

Farmers Market Manager Laurel Robertson
Events & Programs Coordinator Maggie Martin
Parks & Community Services Director Kelly Schmidt
Mayor Pro Tem Taline Manassian

With a quorum of the Board present, Chair Johannsen called the meeting to order at 10:03 a.m.

PRESENTATION OF CITIZENS

A member of the public who desires to address the Commission regarding any item on an agenda for an open meeting may do so at presentation of citizens before an item or at a public hearing for an item during the Commission's consideration of that item. Citizens wishing to discuss matters not contained within the current agenda may do so, but only during the time allotted for presentation of citizens. Speakers are allowed two (2) minutes to speak during presentation of citizens or during each public hearing. Speakers may not cede or pool time. Members of the public requiring the assistance of a translator will be given twice the amount of time as a member of the public who does not require the assistance of a translator to address the Commission. It is the request of the Commission that members of the public wishing to speak on item(s) on the agenda with a noticed Public Hearing hold their comments until the item(s) are presented for consideration. Speakers are encouraged to sign in. Anyone may request a copy of the City's policy on presentation of citizens from the city secretary. By law no action may be taken during Presentations of Citizens.

No one spoke during Presentation of Citizens.

MINUTES

- 1. Discuss and consider approval of the October 15, 2020 Farmers Market Association Board regular meeting minutes.**

No action was taken on this item. Chair Johannsen directed City Secretary Andrea Cunningham to make corrections to the minutes.

REPORTS

- 2. Parks & Community Services Monthly Report**
Kelly Schmidt, PCS Director

Report is on file and available for review upon request. Kelly discussed the City's designation as an International Dark Sky Community and the latest guidelines regarding night-time lighting restrictions which does not include indoor lights.

- 3. Farmers Market Manager Monthly Report**
Laurel Robertson, Farmers Market Manager

Report is on file and available for review upon request. Laurel discussed the newsletter format and is working on the Constant Contact format with Kelly and Maggie Martin, and will have something for the Board's review at the next meeting. In the interim, she will send out a weekly substitute newsletter on the upcoming market. Laurel also provided a general review regarding market vendors.

4. Farmers Market October 2020 Financial Statement

The Board discussed ActiveNet reports and disbursements of booth fees, including advance payments.

MARKETING AND PUBLIC RELATIONS

Discussion and possible action regarding:

5. Discuss and consider possible action regarding Farmers Market Certificates related to participation in auctions and other special events.

The Board discussed options for redeeming Farmers Market certificates donated to fund-raising events. Kelly Schmidt will help create a policy and procedure for certificates for discussion at the next meeting.

6. Discuss and consider recommendation regarding the Creation of the Friends of Dripping Springs Farmers Market Program and its associated fees and benefits.

Kelly Schmidt presented the staff report which is on file. The Board directed staff to make add more categories of membership in the lower cost range and delay non-essential expenses such as t-shirts and to present the board with possibilities related to launching the project. Kelly will email Board Members the brochure for suggestions.

MARKET VENUE

Discussion and possible action regarding:

7. Discuss and consider possible action regarding Farmers Market 2021 Membership booth, application, and other fees.

Via unanimous consent, the Board agreed to keep fees at the current amount. Vendors need to file yearly membership applications by March 2021.

8. Discuss and consider possible action related to a scheduling conflict for the January 27, 2021 Farmers Market.

A motion was made by Board Member Musgrove to keep the Farmers Market at the Triangle during the 2021 winter season. Vice Chair Simmons seconded the motion which carried 5 to 1, with Board Member Oney opposed.

UPCOMING MEETINGS

Farmers Market Board Meetings

December 17, 2020 at 10:00 a.m.

January 21, 2021 at 10:00 a.m.

February 18, 2021 at 10:00 a.m.

City Council Meetings

December 8, 2020 at 6:00 p.m.

December 15, 2020 at 6:00 p.m.

ADJOURN

A motion was made by Vice Chair Simmons to adjourn the meeting. Board Member Dahlin seconded the motion which carried unanimously 6 to 0.

This regular meeting adjourned at 11:51 a.m.

Teresa Strube
Board Secretary