

Andover Farmers Market Meeting Minutes
Old Firehouse 7:00 p.m. Thursday, January 19, 2017

CALL TO ORDER 7:06

The meeting was moved to the Andover Town Hall because the Old Fire House had a HAM radio class starting up in it.

Attending: Cathy Palazzi, Karen Hunter, Shirley Deflaviis, Marie Smith, Dave Gostanian, Elaine Buchardt

Absent: Bob Russell, Mike Palazzi, Jeanne Person

PUBLIC SPEAK

None

OLD BUSINESS

DISCUSS WINTER MARKET

There were some vendors that took up twice the space. Cathy to ask them to pay \$20 for that space. There will be some adjustments made on location of vendors based on how the last market went.

There will be three or four more vendors for Jan. 28th that weren't there for Jan. 14th.

There are a few that won't be at the second market that were at the first. The AES bake sale will be moved to the hall at the bottom of the stairs.

COFFEE SALES

Coffee sales were good for the first winter market. Elaine to make 2 pots of regular coffee and one of Hazelnut. The hot water for tea was only used for two cups of tea.

ADVERTISING

There was plenty of advertising for the winter market. JI and News Bulletin as well as Facebook.

DISCUSSION MONEY TO BE DONATED TO AES AND ANDOVER FOOD PANTRY

Money made by the winter market will be donated to the Andover Elementary School garden fund and the Andover Food Pantry.

NEW BUSINESS

RESIGNATION OF ADAM YATES

Adam Yates has resigned because he no longer has time to put into the market.

DISCUSSION OF SEAT REPLACEMENT

Dave Gostanian will take his place.

DATES SET FOR AFM MEETINGS IN 2017

The dates for the 2017 meetings are the third Thursday of each month except July. 2/16, 3/16, 4/20, 5/18, 6/15, 8/17, 9/21, 10/19, 11/16, 12/21.

DISCUSSION OF NEW MARKET MASTERS 2017 SUMMER

Our new Market masters starting for the 2017 summer market are the Gostanians, Dave, Grace and Nikki.

DISCUSSION WHO WILL TAKE OWNERSHIP OF EACH PART OF MARKET (I.E. SPONSORS, CONTACTING MORE FARMERS, CONTACTING VENDORS, ETC.)

We identified the activities for the market that need assigning:

Finances(collecting money and submitting to town treasurer)

Advertising and public communications (news letters, emails, etc.) – papers,

FACEBOOK, Hulafrog, mail chimp, etc.

Sponsorships

Vendor Communications

Entertainment

Soliciting Vendors

Market set up and take down

Market sales (coffee muffins, cupcakes, bags, mugs, carrots, etc.)

Cathy will be working on and sending out the letters to the vendors for the summer market. This is usually done end of January, beginning of February. We discussed the need to know what the dates of the market will be.

Elaine made a motion we start the market on June 16th and have an every other week schedule except for September because of the Hebron Harvest Fair. Proposed dates are 6/16, 6/30, 7/14, 7/28th, 8/11, 8/25, 9/15 and 9/22. Seconded by Karen. All were in favor. Cathy to check with some of our key vendors to see if this would work out for them. We may have to adjust accordingly.

Cathy will be meeting with Dave Gostanian to further discuss the market master turnover.

We talked further current communications. Our email for the market is Andoverfarmersmarket@gmail.com. We discussed getting a PO Box for the market at the Andover post office to allow for the change over of market masters. Cathy to check into the pricing of that.

PUBLIC SPEAK

None

NEXT MEETING FEBRUARY 16, 2017 AT 7:00 P.M. OFH

ADJOURN

Adjourned 8:55PM

Minutes respectfully submitted by Elaine Buchardt