

Andover Farmers Market

Wednesday, May 22nd, 2019 at 6:00 P.M.
Andover Congregational Church

Special Meeting Minutes

1. Call to Order

Market Master Amanda Gibson called the meeting to order at 6:06 P.M.

2. Roll Call

Members Present: Amanda Gibson, Lucie Wilson, Celeste Willard, Shirley DeFlaviis

Members Absent: Elaine Buchardt, Meghan Archibald, Kaila Lockhart

Church Council Members Present: Beth Lundberg, Julia Haverl

Volunteer Present: Suzanne Heise

3. Public Participation

None.

4. New Business:

a. Vendor Update

- i. Confirmed Vendors: Healthy Hound Barkery (dog/cat treats), Cambera Farm (soaps, bread, plants), AJ's Raw Local Honey (honey, syrup), Window Box Farm (veggies, herbs, flowers, jams, cookies, etc.), Harvest Grove Farm (veggies, fruits, hot sauce, steak/jerk seasoning).
- ii. JUST Registered Vendors: The Nut Guy (nuts & trail mix) & Nonnie's Pies (homemade pies)
- iii. 'Yes' Vendors: Grounded Coffee (coffee & tea), Green Piece Farm (veggies)
- iv. On the search for meat, cheese & egg farmers.

b. Marketing Plan

- i. Posting on Facebook each week with vendor & music updates, photos, etc!
- ii. Sharing the Instagram stories of other local markets.
- iii. Asked AES to put flyers in kids' backpacks before end of school.
- iv. Flyers are up everywhere!
- v. Setup a-frame sign next week at church with market dates.
- vi. Looking into purchasing stickers to offer at the market.

c. Themes/Activities

6/26 Summer Fun: Summer Fun: Raffles to Win Prizes: Reusable Mug/Bag

7/31 Campout with the Scouts: Smores, Tents & More

8/28 Back to School: 'Love Your Pet Parade'

9/25 Hunger Action Month: Food Pantry Collection

10/30 Halloween: Costume Contests & Pumpkin Painting

d. Logistics

- i. Insurance: Town to send Certificate of Insurance to committee & church this week.
- ii. Site Map done at next meeting with all final vendors, tables, tents, etc.
- iii. Church to determine locally sourced food offerings.
- iv. Church to send updated water test.
- v. Send vendors day of details for parking, setup, etc.

5. Old Business

None.

6. Public Participation

None.

7. Adjournment

Market Master Amanda adjourned the meeting at 6:45 P.M.

Minutes respectfully submitted by Market Master, Amanda Gibson.