

MEETING MINUTES

City of Dripping Springs
Farmers Market Association Board Meeting Agenda
Tuesday, November 10, 2015 at 10:00 AM
City Hall, 511 Mercer Street, Dripping Springs, Texas

I. CALL TO ORDER AND ROLL CALL

COMMISSION:

Marianne Simmons - Chair	Gouri Johannsen	Aimee Mick
Diana Black	Teresa Strube	Aubrey Munguia
Claudia Oney	Gary Gilstrap	

Market Manager: Stacy Qualls

The Regular Meeting of the City of Dripping Springs Farmers Market Association Board was called to order at 10:02AM, Tuesday, November 10, 2015 by Marianne Simmons, Chair. Roll call was taken and members present included, Teresa Strube, Gouri Johannsen, Claudia Oney, Diana Black, Aubrey Munguia and Aimee Mick, acting as secretary. Members absent were Gary Gilstrap. Also present were Stacy Qualls, Market Manager.

II. PRESENTATION BY CITIZENS

Floor open to discussion on any subject. No action may be taken by law. Citizens wishing to speak shall do so after being recognized by the Chair. The Chair may establish a time limit on each citizen wishing to speak.

No citizens were present to make presentations.

III. MINUTES

A. Approval of Regular Meeting Minutes, October 13, 2015

Minutes from October 13, 2015 were not available. This item was tabled.

IV. REPORTS

A. Farmers Market Manager's Monthly Report

Report from the Market Manager to the Board regarding Farmers Market activities.

B. Fiscal Year 2016 Budget Revenues and Expenses Monthly Report

V. MARKET EVENTS PLANNING AND UPDATES

Discussion and possible action regarding:

A. Healthy Living Demonstration, October 28, 2015 (Postponed from October 21, 2015)

B. Healthy Living Demonstration, November 11, 2015

Weather may be a concern, but scheduled demonstration will continue.

C. Texas Department of Agriculture Healthy Living Grant Final Report (Deadline December 15, 2015)

Grant is on track.

D. Holiday Market

Market will be open the Wednesday before Thanksgiving and the Wednesday before Christmas.

E. 2016 Vendor Gathering and Orientation

This item was tabled.

VI. MARKETING AND PUBLIC RELATIONS

Discussion and possible action regarding:

- A. Marketing and Public Relations Committee Report
Committee met.
- B. Buy Fresh Buy Local Update
Buy Fresh Buy Local provided media kit and supplies.
- C. New Farmers Market Logo Design
Designs were looked at and additional revision requested.
- D. Social Media Training Update
This item was tabled.
- E. Proposed New Banner Designs
Designs were discussed and will be submitted for samples to be created.
- F. Proposed Banner Locations
Marianne will request a variance from City Council for placing of banner.
- G. Holiday Gift Basket Plan and Supplies
Gift Baskets samples were reviewed.
- H. Special Event (Day of Market) Signage Update and Proposed Variance Request
Vendors will be canvassed.

VII. SPONSORSHIPS SUBCOMMITTEE REPORT

Discussion and possible action regarding:

- A. Proposed Sponsorship Flier and Levels
This item was tabled.
- B. Plan for Distribution of Fliers
This item was tabled.

VIII. RULES AND REGULATIONS SUBCOMMITTEE REPORT

Discussion and possible action regarding:

This item was tabled.

- A. Proposed Amendment to VII. Non-Compliance, Penalties and Appeals to Provide Clarification and to Revise Penalty Schedule
- B. Submission of Rules and Regulations Revisions to City Council for Approval

IX. OTHER BUSINESS

Discussion and possible action regarding:

- A. Review Vendor Applications
 - 1. Family First Chiropractic
A motion was made by Aimee Mick and second by Diana Black to approve First Family Chiropractic as a vendor. VOTE: 7-for, 0-against, 1-absent. Motion passes.
 - 2. Epicure, Julio Llop
Julio and Jerry made a presentation and explained they will open a new restaurant in Dripping Springs and will become a special vendor later in the year. A motion was made by Marianne Simmons and second by Aubrey Munguia to approve Epicure as a vendor. VOTE: 7-for, 0-against, 1-absent. Motion passes.
- B. Non-Farmers Market Events Being Held at Veterans Memorial Park/The Triangle
 - 1. Frosty's Trees Event: Parking Plan and Signage Needs for Event Customers and Market Vendors
Same parking for vendors as when pumpkins were there.
 - 2. City Christmas Tree Installation and Implications for Market Layout
Stacy will handel.

C. Final Review of Approved Farmers Market Fee Schedule and Submission to City Council for Approval

This item was tabled.

D. City of Dripping Springs Restructuring: Implications for the Dripping Springs Farmers Market

City has new staff.

E. New Municipal Officer Packet Review

This packet was reviewed.

F. Farmers Market Manager Job Description

This item was tabled.

X. ANNOUNCEMENTS

A. Regular City Council Meeting, November 10, 2015 at 7:00pm

B. Regular Parks & Recreation Commission Meeting, December 14, 2015, at 6:00pm

C. Regular Farmers Market Association Board Meeting, December 8, 2015 at 10:00am

XI. ADJOURN

A motion was made by Teresa Strube and seconded by Aimee Mick to adjourn the Regular Meeting of the City of Dripping Springs Farmers Market Association at 11:55 PM. VOTE: 7-for, 0-against, 1-absent. Motion passes.