

1 FARMERS & CRAFTS MARKET of LAS CRUCES

2 Regular Board Meeting Minutes April 09, 2018

3
4 Board Members Present: Brenda Mosley- Chair, Karin Bradshaw- Vice Chair, Rick Diaz-Secretary, Katie
5 Carroll

6 Vendors Present: Nancy Baer, Dilynn Thompson, Wilma Durio, Debbie Bond, Barbie Romney, Thom
7 Maxwell, Dave Black, Delsie Fuqual,

8 Visitors Present: Tony Prangner

9 Market Manager: Tiffany Thompson

10
11 Mosley: Called Meeting to Order at 5:30pm

12
13 Mosley: Read Conflict of Interest Inquiry and Privilege of Floor

14
15 Mosley: Called for Approval of the Agenda

16
17 Bradshaw: Add to the Agenda under New Business #1- addition of Secretary and motion to add
18 secretary.

19 Mosley: Second. All Ayes. Motion passed

20
21 Mosley: Called for Approval of the Agenda with changes

22
23 Bradshaw: Motion to Approve the Agenda with changes

24 Carroll: Second. All Ayes. Motion passed

25
26 Mosley: Called for Approval of the Minutes from March 12, 2018

27
28 Bradshaw: Motion to Approve the Minutes from March 12, 2018

29 Carroll: Second. All Ayes. Motion passed

30
31 Committee Reports

32 Finance: Treasurer Carrillo unavailable. Madam Chair, Mosley states that at last meeting was requested
33 that balance sheet as well as profit and loss statement be made available. Copies are provided to
34 attendees. If there are any questions, please provide to board and an answer will be provided.

35
36 Marketing: Thompson: Easter went very well. Over 3000 eggs stuffed with candy. Thank you to
37 Durio/Bradshaw for help. 2000 eggs donated. Market purchased 1000. Market partnered with Las
38 Cruces Community Theatre for Easter bunny. Pictures with Easter bunny provided to public. Very busy.
39 Positive feedback from social media.

40 Month of April will be reaching out through face book to local farmers, small gardeners, etc.,

41 Night market sign up this week. Theme is "first responders".

42 Mosley: Did you speak to Christopher from Fairacres Fire?

43 Thompson: No call received.

44 Mosley: I will check back with him.

45
46 Operations: Bradshaw- Extended EBT table time to 12:30 pm., repeated incidents of customers wanting
47 tokens past closing time of 12:00 pm.

48 Bradshaw: Discussed disposal of old trailer.
49
50 Mosley: What is the condition? Shape, value? If board agrees, put in news letter for sale
51 Thompson: Asking price?
52 Mosley: If board agrees, \$100.00 or best offer.
53
54 Bradshaw: We have "road closed" signs. They will be secured to barricades.
55
56 Bradshaw: Community board member needed. Has been posted on face book. 9 applicants at this time.
57 If anyone knows someone interested, let them know.
58
59 Mosley: States some applicants not understanding that position is "volunteer".
60 Carroll: Possible to post something at market volunteer booth?
61
62 Thompson: 35 vendors terminated for unpaid membership dues in January, 6 vendors terminated in
63 March for CRS non-compliance. January through March had 23 vendors complete exit paperwork for
64 various reasons.
65
66 Thompson: Business registration needs to be updated. Unable to do so until market has updated CRS.
67 Carrillo took care of that today (4-9-18). Market no longer required to have business registration. None
68 needed for non-profits. We simply need to keep status updated with City of Las Cruces.
69
70 Quality Control: Durio: QC had first meeting last week. Meeting productive. Made a mission statement
71 for committee.
72 QC appreciates the help received from Thompson and Amanda setting up orientations and vendor
73 applications. Moving forward, QC will be process new members. Updated vendor information sheets.
74 Bradshaw recommended orientations be held outside of office hours. Orientations to be held on
75 Monday's.
76 April orientation held last week on April 4. 13 people scheduled with 4 no shows. 2 not able to complete
77 becoming vendors (no proof of residency and product was not inspected). 7 new vendors.
78 Next orientation is Monday, April 30, 2018. Next committee meeting on Thursday, April 12, 2018 at 10
79 am at Branigan Library. Orientations held once a month.
80
81 Mosley: Is there enough interest to have 2 orientations?
82 Durio: Not at this time. Orientation will be as needed during holiday season.
83
84 Carroll: Suggest random checks on vendors by committee to keep people on their toes and shows the
85 committee being not suspect pulling certain vendors.
86
87 Mosley: All must be inspected according to attorney.
88 Groups will be needed for specific checks on vendors.
89
90 Bradshaw: We appreciate QC offer to review vendor applications, however it is a requirement for the
91 Market Manager to review all vendor applications.
92
93 Carroll: What do you think, Tiffany, do you need the help?
94 Thompson: It is easier if it stays with the market manager.
95 Carroll: To the committee, why do you want the responsibility?

96 Bond: Questions are asked about residence and products.
97 Thompson: Those questions are asked when they come into office.
98
99 Durio: Issues concerning EBT clerk accepting applications without proper information.
100 Carroll: Suggested a checklist be made of required information.
101
102 Bond: QC is dedicated to making sure products legitimate
103
104 Old Business
105 Mosley: Closed Session was held March 12, 2018 pertaining to legal matter. It was decided this matter
106 would be given to our attorney on retainer.
107 Contract with accounting firm has been renewed and accepted with our counter offer.
108
109 Thompson: Discussed Market shopping bags made by one of our vendors. \$5 each if we buy more than
110 20. Multiple vendors approached. This is just an example.
111
112 Mosley: P and P Revisions, Thompson, do you have anything for us (board) to begin looking at?
113 Thompson: "mid-this week".
114
115 Carroll: Requested adequate time for board review of P and P's before agenda approval. Also if revisions
116 are extensive, adequate time for membership input.
117
118 Mosley: When P and P's are reviewed by board, they will be given to attorney for review.
119
120 New Business
121 Bradshaw: Motioned to approve Rick Diaz as Secretary.
122 Mosley: Second. All Ayes. Motion passed
123 Diaz: I accept.
124
125 Presentation: Tony Prangner from bOpit – bOpit provides live streaming and podcasting that specializes
126 in creating business related shows to promote products and services. Flyer provided to membership.
127
128 Bradshaw: Motion, discussion approval of CRS Exemption for Farmers. Change to every 3 years like snap,
129 since they are exempt unless status changes
130
131 Mosley: Will need to be included in regulations.
132
133 Carroll: How does this work with the city? We have to provide that to the city?
134 Bradshaw: A list is provided to City of CRS compliant or exempt.
135
136 Mosley: I don't see if a problem if it is only pertaining to farmers.
137 Bradshaw: It only pertains to farmers.
138
139 Mosley: Any comments from the board
140 Diaz: No issue if all requirements for the city are provided.
141
142 Mosley: Discussion on website, Anthony is not available to discuss "responsive" website.
143

144 Black: Our website is not responsive.
145 Tony: Responsive also is how fast your website response.
146 Black: Market and board are mature enough to have a "content management system".
147 I'm available to talk about it if board is interested.
148
149 Mosley: Questions comments
150
151 Mosley: Comments from board
152
153 Mosley: Comments from vendors
154 Black: Do those at the market who have business outside of market need to worry about new P and P's.
155 Thompson: Not if you started at market and then grew from there.
156
157 Bond: Block captains are not supposed to let their temporary's have the same spot week after week.
158 Thompson: Will talk to block captains.
159
160 Black: Anything we can do to help the board.
161 Mosley: Volunteer for committees and come to meetings.
162
163 Durio: Is there theft and damage insurance on the market trailer I have at my residence.
164 Mosley: Yes, but not on the contents of the trailer.
165
166 Thompson: What about coverage while driving.
167 Mosley: Insurance Company has stated more than once vehicle pulling trailer is responsible for
168 coverage.
169
170 Durio: Survey sent to vendors and customer, what was the purpose?
171 Thompson: To hear what was needed at the market.
172
173 Mosley: Called for Motion to Adjourn
174
175 Bradshaw: Motioned to adjourn
176 Diaz: Second. All Ayes. Motion passed
177
178 Meeting Adjourned at 8:04 pm
179
180 Prepared by Rick Diaz