



Glenn County Certified

FARMERS MARKET

ADVISORY COMMITTEE

MINUTES

DATE: Tuesday, August 6, 2013

TIME: 3:00 pm – 4:30 pm

LOCATION: Glenn County RCD / Willows USDA Service Center
 132 N. Enright Avenue, Suite C
 Willows, CA 95988
 (530) 934-4601 x5

ROLL CALL:

Vendors (Voting)	Individuals of the community, partners, and interested volunteers (Non-Voting)
1. Tim Pedrozo – Pedrozo Dairy & Cheese Company (Orland)	
2. Timothy Mackie Behr Jr. – Garden Guys Nursery (Willows) (via phone)	
3. Sasha Tkacheff, UMPQUA Bank - Willows	
4.	
5.	
6. Vacant	
7. Vacant	
8. Vacant	
9. Vacant	
RCD Board of Directors (Voting)	OTHERS:
1. Bruce Roundy	Kandi Manhart, GCRCD Executive Officer
2. Mike Yalow	Rob Vlach, NRCS
OTHERS:	
Heather Baker – B&B Farm Chicks	

ABSENT:

Vendors (Voting)	Individuals of the community, partners, and interested volunteers (Non-Voting)
Beck/Stephen Bernstein – Willow Creek Produce (Willows)	Nancy Osborne – Community
Marty Bailey/Molly Albright – Plants by Mel (Elk Creek)	Terry Taylor-Vodden – Willows City Council
Kathy Landini – Divide Ranch (Elk Creek)	Peggy White - Community
RCD Board of Directors (Voting)	Candis Woods – RCD Associate Director / Community
	Martin Cloyd – Volunteer
	Jason Beauchamp – Glenn County Dept. of Ag

1. **Welcome & Introductions**
Called to order by Chairperson Bruce Roundy at 3:05 PM. Welcome and introductions ensued.
2. **Public Comment (limit 5 minutes)**
Any person wishing to address Committee on items not on the agenda may do so at this time. The Committee will not make decisions or determinations on items brought up during Public Comment.
None.
3. **Approve meeting minutes from previous meeting, July 23 – ACTION**
Chairperson Bruce Roundy entertained a motion. *Tim Pedrozo moved to approve July 23, 2013 meeting minutes as presented. Mike Yalow seconded. Approved.*
4. **Approve Financial Report**
 - a. **Discussion and possible action on financial reports – ACTION**
Kandi Manhart presented report for Kathy Landini. Discussion ensued. *Mike Yalow moved to approve Profit and Loss and Balance Sheet, dated 07/31/2013, as presented in draft form. Sasha Tkacheff seconded. Approved.*
5. **Advisory Committee Reports**
 - a. **Operations – CHAIR Bruce Roundy / Kandi Manhart**
 - i. **New Advisory Committee Members**
Chairperson Bruce Roundy and Kandi Manhart provided report. Discussion ensued. Sasha Tkacheff was welcomed as a new voting member; she represents UMPQUA Bank - Willows.
 - ii. **Discussion and possible action to update Sub-Committee participation – ACTION**
Chairperson Bruce Roundy and Kandi Manhart provided report. Discussion ensued. *Tim Pedrozo moved to approve sending a letter to each non-participating committee member recognizing their importance yet non-participation in 2013 to let them know we must stay in compliance with the rules and regulations. Mike Yalow seconded. Approved.*
 - b. **DRAFT Business Plan – CHAIR Mike Yalow**
Mike Yalow provided report. Discussion ensued.
 - c. **Marketing, Promotion & Special Events – CHAIR Molly Albright**
 - i. **Special Events Calendar**
Chairperson Bruce Roundy and Kandi Manhart provided report. Discussion ensued. Kandi Manhart announced National Farmers Market Week, in August; a press release will be drafted and released to local media.
 - d. **Vendor Relations – ACTING MARKET MANAGER**
Kandi Manhart provided report. Discussion ensued.
6. **Current Management of Markets**
 - a. **Review management and schedule volunteers**
Chairperson Bruce Roundy encouraged discussion. Interim-management, volunteers was identified. Equipment is being stored at UMPQUA Bank – Willows.
 - b. **Vacancy announcement update**
Kandi Manhart provided report. Discussion ensued. Applications still being accepted.

7. 2014 Draft Survey for Customers/Consumers/Vendors

a. Update provided by volunteer

Heather Baker provided update. Discussion ensued. Kandi Manhart will update survey per committee suggestions and print survey on back of Vendor Dash Cards. In addition, she will place it on the website www.glenncountyrpd.org.

8. Food Policy Council Update


Chairperson Bruce Roundy provided update.

9. Adjournment

Meeting adjourned at 4:43 pm by Chairperson Bruce Roundy.

Approved on **TBA** by the Glenn County Resource Conservation District's Glenn County Certified Farmers' Market Advisory Committee.

Attested by,



Bruce Roundy, Chairperson



Kandi Manhart, Executive Officer