

# Community Market Board Meeting

<b>Minutes</b>	<b>Tuesday, August 19, 2008</b>	<b>6:10-8:20 pm</b>	<b>CARROLL COUNTY COURTHOUSE, Carroll</b>
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<b>Facilitator</b>	Denise Webber	Note taker	Wanda McInerney
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<b>Type of meeting</b>	Board Meeting	Timekeeper	Wanda McInerney
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<b>attendees</b>	Denise Webber, Joe Schultes, Martha Sibbel, Lue Baker, Phil Squibb, Art Behrens		
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## Agenda topics:

1. Agenda Approval
2. Previous Meeting Minutes
3. Treasurer's Report
4. Old Business
  - a. Events
    - i. PFI Field Day, Aug 22
    - ii. Local Harvest Banquet, Nov 22
    - iii. Other items to be put on calendar
  - b. Site Location Committee update
  - c. Lawn signs
  - d. Door hangers
  - e. Timeline
  - f. Sprout Fund application
5. New Business
  - a. PM/CEO position
  - b. Committees
  - c. D&O Insurance
6. Adjourn

<b>6:10</b>	<b>Agenda / Last Meeting Minutes</b>	Denise Webber
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<b>Discussion</b>	No change.
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Conclusions		Motion to approve agenda made by Martha; seconded by Lue . Motion Carried. Motion to approve last meeting minutes (Aug 5) made by Martha; seconded by Joe. Motion carried.	
Action items	Person responsible	Deadline	
6:12 – 6:20		treasurer’s report	Lue Baker
Discussion	<p>MTD income: \$487.53 MTD expenses: \$877.25</p> <p>YTD income: \$52,088.41 YTD expenses: \$33,933.89 YTD Net: \$18,154.52</p> <p>Farmer’s Market gross sales, \$842.16. Checking account balance, \$877.25 3 new members, total membership 210</p> <p>Rose asked who is authorized to write checks – Denise said M&amp;M Divide handles this, pays all expenses, receives all income.</p>		
Board Update			
Conclusions		Motion to approve treasurer’s report made by Martha; seconded by Joe. Motion carried.	
Action items	Person responsible	Deadline	
6:21 TO 7:45 p.m.		OLD BUSINESS	board members
Discussion	<p>1. Events. (1) PFI Field Day, Aug 22, Jefferson, Martha will attend if possible. (2) Local Harvest Banquet, Nov 22. Phil asked to get a rough cost. Other locations suggested. Last year, \$3,047.58 expenses, \$437 net. 125 attended, 5 new members.</p>		

Ongoing discussions at next meeting. Committee will proceed with plans for Banquet.

(3) Other items to put on calendar – no discussion

b) Phil updated site locations – 6 potential sites. Will bring additional info to next meeting.

c) and d) – Lawn signs. All board members will take 5 at end of meeting. Door hangers, Wanda still checking on prices, etc.

e) Radio advertising, after discussion, Motion made by Martha, seconded by Wanda, Denise & Art to Negotiate with Radio Station rest of advertising contract.

f) Timeline handed out to Board

g) Sprout Fund application – presently being worked on by Lue & Denise. Suggested to have Stuart give a refresher talk to Board as some of the new board members are not familiar with the Sprout Fund.

Second Motion made by Martha, seconded by Lue, to reopen authority to Discuss radio advertisement with Radio Station for Denise and Art to renegotiate. Ayes except Phil opposed – Motion carried.

Conclusions

Action items	Person responsible	Deadline

<b>7:45 to 8:20</b>	<b>NEW BUSINESS</b>	<b>ALL BOARD MEMBERS</b>
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**Discussion**

PM/CEO position. Rose submitted job description for Chief Executive Officer. Previous document entitled “Chief Executive Officer Position, Position Description Duties, Appointment and Dismissal” was submitted.

After considerable discussion, B of D members not in agreement over job title or description. Title of “project manager” suggested.

Motion made by Phil to appoint Rose as new Project Manager.

Ayes, except Wanda opposed – Motion carried.

Further discussion to be held on title and duties.

Conclusions		
Action items	Person responsible	Deadline
8:20 p.m.		ADJOURN
Conclusions		Motion to adjourn made by Lue, seconded by Joe. All in favor. Adjourned at 8:20 p.m.

Observers	Carol Schultes, Rose Behrens, Donna Bauer
Resource persons	
Special notes	

	<b>Next board meeting: Tuesday, September 02, 2008, Carroll County Courthouse, Carroll – 6PM</b>