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Hamilton Farmers' Market Board of Directors Meeting Minutes 05-06-24

5:00 pm

Monday, May 6, 2024 Room
264, Second Floor
Hamilton City Hall

Directors Present: Councilor Cameron Kroetsch (Chair), Councilor Tammy Wang, John Alexander, Shane Coleman, Andrea Carlisle, Amanda Reiser, Laura Lukasik, Celina Masoudi, Matthew LaRose, Jessica Myers

Directors Virtual: None

Directors Absent: None

City Staff Present: Raymond Kessler (Chief Corporate Real Estate Officer), Julie Richards-Bramhill (Admin), Pranali Parikh

City Staff Absent: Bill Slowka (Market Manager)

1. **Delegation Request:**

Darren Kregar, The Market General Store
Christopher Downey, Coati Fine Chocolate

MOTION: Allow Vendors to submit their request in writing to the Market Manager to participate in a Market Sub-Committee (Alexander/Miller)

CARRIED

MOTION: Contact Facilities to investigate the heat issues within the lower level of the Market and (Alexander/Masoudi)

CARRIED

2. **Agenda Approval:**

That the agenda for February 5, 2024 Hamilton Farmers' Market Board of Directors meeting be approved, as presented.

CARRIED

3. **Declarations of Interest:** None

4. Approve minutes of Feb. 5th, 2024 HFM Board Meeting (No Report)

5. Board communication received or sent since prior Board meeting: None

6. Quarterly Marketing Review: (Pranali Parikh, Marketing Associate)

The Marketing Associate provided a recap of Market events from the previous few months. Councilors request for a media kit to be sent to them in advance of all future events.

7. HSR Services Supporting the Market: (Ray Kessler)

HSR services in and around the Market were discussed with three routes that go past City Housing sites and travel to the Market.

REGULAR REPORTS:

8. Councilor's Update:

Councilor Kroetsch requested a Vice Chair election at the next Board meeting. Councilor Hwang provided a brief introduction and strong show of support for the Market.

9. Market Manager's Report (No Report)

10. Finance and Audit Committee (No Report)

11. Operations Committee (No Report)

12. Marketing Committee (No Report)

13. Vendor Attendance Report (No Report)

14. Hamilton Farmers' Market Foot Traffic Report (No Report)

15. Outstanding Business List Update (No Update)

16. IN CAMERA - Private & Confidential – Market Staff Personnel Matters (Ongoing)

No Session

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17. Next Board Meeting

That the next meeting will be scheduled for June 3rd, 2024.

18. Adjournment

That, being no further business, the Hamilton Farmers' Market Board of Directors meeting be adjourned at 6:30 p.m.

CARRIED

Councilor C. Kroetsch, Chair
Hamilton Farmers' Market Board of Directors