

Draft

## **Mabou Farmers Market - Annual General Meeting October 4, 2020**

Board members present: Andy Pedley, Rob Martin, Bill Quimby,  
Laurel Brown, Jaymie Aucoin, Andrew Tubman, Joanne  
Patience

Members present: Brenda Nordin, Gail Ryan, John Frank, Mary Ellen  
Godin, Doris Scharfenberg, Dianne Quimby, Nulina  
McAdam, Mac Bown and Eli, Rajjith Kummar Mu-  
rugeson, Tierra & Dave Munro

Community Guests: Madonna McInnis, Andrew Larkin, Susan  
Gedds, Kerry Walkins (Market Manager)

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Andy Pedley, Chair of the Board, called the meeting to order, welcom-  
ing everyone and introducing the Board (see above). We also  
counted the members present and surpassed the minimum of 12  
members required for voting at the AGM, so were able to proceed.

The Agenda was posted on a white board. Copies of minutes from  
the 2019 AGM and the Financial reports for Year-ending March 2020  
were provided alongside the sign-in sheet.

### **Approval of Minutes**

After a quick review, Joanne Patience (Secretary) moved the minutes  
be accepted as printed. Dianne Quimby seconded. Approved.

### **Financial Reports**

Bill Quimby (Treasurer) reviewed the Profit and Loss Statement for  
Fiscal year April 2019 - March 2020, and noted we basically broke  
even at a slight loss of \$295 for the year. Higher than usual expenses  
were seen in our subsidy of Logo paper bags, Credit card fees, Musi-

cian payments and Payroll. Bill also presented the Balance Sheet, showing we have Total Equity of \$17,318.

Bill had compiled a budget for the upcoming (April 2020 - March 2021) but will have to be redone given the extraordinary circumstances of 2020 due to COVID 19.

As there were no questions, Bill moved his Financial reports be accepted as presented. John Frank seconded. Approved.

### **Market Manager's Report**

As Georgia McNeil is on maternity leave, Kerry Walkins, who filled in for her, presented the following:

Highest attendance 2020 - September 6, 505 visitors  
Highest attendance 2019 - August 4, 1733 visitors

Lowest attendance 2020 - July 19, 301 visitors  
Lowest attendance 2019 - June 9, 671 visitors

Highest sales (based on 67% of vendors reporting) in 2020 - on August 23, \$7488.

Highest sales in 2019, with 78% of vendors reporting - August 4, \$33,005.

Lowest sales 2020 - July 19, \$3,509  
Lowest sales, 2019 - June 2 - \$9,810

Vendors participating 2020 - 26 F/T vendors, 19 casual vendors  
Vendors participating 2019 - 40 F/T vendors, 71 casual vendors

Average unique vendors per week 2020 - 26  
Average unique vendors per week 2019 - 56

Other items of note:

Our Merchandise table was handled by Madonna MacInnis, who was hired by the Board after last year's struggles to balance the cash box. All went smoothly this year.

Many thanks to the 9 dedicated volunteers who attended 46 hours in 2020, needed this year more than ever. Special thanks to John Frank whose help was invaluable.

Thanks to all vendors who showed up in such uncertain times.

### **Christmas Market Cancellation**

Although many vendors (42) expressed interest in attending a Christmas Market this year, we were unable to secure space that would meet all the COVID 19 requirements of safe distancing. Unfortunately, there will be no Christmas Market this year.

### **Board of Director Vacancies**

Andy Pedley provided the update re Board of Director vacancies: Laurel Brown and Bill Quimby, both Community Board members, are resigning as their term ends. Joanne Patience, Vendor Board member, is resigning as she will no longer be selling at the Market. He then opened up the floor to nominations.

Laurel Brown nominated Susan Gedds as a Community Board Member. Susan volunteered at our market and the CB Food Hub this past summer, and is keen on getting involved more. Seconded by Jaymie Aucoin, Approved.

Andy Pedley nominated Andrew Larkin as a Community Board Member. Andrew will fill the Treasurer role. Seconded by Bill Quimby. Approved.

Still searching for a Vendor Board member...any volunteers? Tierra Munro was willing to be an Interim Board member and sit in on a few meetings before deciding/committing.

### **New Business**

### **Rules and Regulations were updated as follows:**

- Credit & debit cards are now accepted as a method of payment for both membership and table fees.
- Table fees are being increased next year to \$30 per week.
- Premium table fees (L-shaped at doorways, providing 18' of linear tables space) are being increased to \$35 per week.

Still in place - Voting members may elect to pre-pay their fees by the month, payable the first week of the month, and obtain a \$5 discount per week, per table.

- Youth vendor fees are being increased to \$15 per week.
- Vendors are expected to have all their merchandise at their table by 10:30 am and remain set-up until the end of the market at 2:00 pm. Breakdown must be completed by 3:00 pm. This is an existing rule, but not always adhered to. Therefore, *failure to adhere to this rule may impact your vendor membership.*

Madonna MacInnis advised that in speaking to visitors, we were still attracting new customers who had never attended before. Many purchased the Market Gift Certificated and Tokens, which were very effective.

Laurel Brown wished to thank all Vendors who attended the 2020 Market despite lower attendance and lower sales.

Dianne Quimby suggested that in order to get more vendors to report their sales, perhaps we could consider making it a requirement of being a member? The Board will certainly discuss and report back at next year's AGM.

Bill Quimby reported that we applied for and received \$3,000 in government payroll assistance this year (under COVID). We also received some funding from FMNS for marketing and for tokens, which were distributed to local needy families.

Bill Quimby moved to adjourn the meeting, Andy Pedley seconded. Approved.

