



MINUTES of the COMMITTEE MEETING HELD, February 4, 2010

Present: Melanie Culp
Larry VanderBeek
Larry Loeks
Joyce Neubauer
Donna McClurkan, Chairperson
Shari Groendyk, Secretary/Treasurer

Absent: Anne Cavanagh
Don Boven
Linda Kerr

Also Present: Nick Loeks, Paul Cutting, Dave Healy

ITEM 1. CALL TO ORDER

Chairperson Donna McClurkan called the meeting to order at 1:05 p.m.

ITEM 2. ADOPTION OF AGENDA

Due to lack of a quorum, agenda was adopted conditionally.

ITEM 3. GENERAL CONSENT AGENDA

Due to lack of a quorum, minutes cannot be approved. Two changes were noted; minutes will be amended accordingly, and approval will be sought at the next meeting, assuming a quorum.

ITEM 4. BUSINESS

A. Permanent Market Structure – Timeline and task status

Loeks of DeLoof Construction presented a revised summary of costs and rebates for the market structure, showing the breakdown of all required options as well as costs of possible future phase options. There is still some room for tweaking on the cost of the Consumers Energy relocation charge; if the work can be done after frost, there would be an additional savings of approximately \$1,100. Also, if brick pavers are used as a fundraising measure, the \$640 charge for concrete in front of the structure could be eliminated.

VanderBeek moved to approve (conditionally) the cost numbers as presented by DeLoof Construction; Neubauer seconded. The committee will be asked to vote on this motion at the next meeting with a quorum.

VanderBeek indicated that he would call a meeting of the DDA before the end of February for the purpose of requesting that the DDA consider covering the \$12,600 charge to wrap the columns, in order to give a finished look to the structure before market opening day of May 22, as well as requesting from the DDA an additional \$1,600 that is over and above the budgeted amount of \$210,000, should we still need that. McClurkan expressed gratitude to VanderBeek on behalf of the committee for taking these requests to the DDA in such a timely manner. Discussion followed on the possibility of adding some temporary landscaping prior to market opening day, should there be any funds available nearer the end.



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B. Vendor Application, cover letter and guidelines approval

Discussion centered on the issue of vendor fees. After considerable analysis, McClurkan expressed to the committee the inherent difficulties of enforcement of the 300 sq. ft. area. Loeks indicated that, because of the structure size, there are space constraints this year compared to 2009. After much spirited debate, the committee came to the consensus that all vendors should be encouraged to arrange their tables in such a way as to stay within the 300 sq. ft. footprint, thus eliminating the need for a second, higher vendor fee, in most cases. Should a vendor require more than 300 sq. ft., there may be an additional charge, at the Market Manager's discretion. The 2010 vendor application will be updated to reflect this change.

C. Fund Raising Planning

McClurkan stated that Township Attorney Roxanne Seeber is researching the guidelines for the possibilities and/or limitations regarding the township seeking a 501c3 designation for fund raising for the farmers' market structure and enhancements. Could a "Friends of the Farmers' Market" be structured for tax exemption purposes? Cutting is facilitating this research with the attorney and will let us know the decision.

Vanderbeek suggested fund raising planning should proceed in earnest, given the rapidly approaching Market opening date of May 22, and the potential for donations from interested community members. McClurkan stated she will continue work on a plan and present a status update at the next meeting Feb. 10.

ITEM 5. RECAP ACTION ITEMS

1. Approve revised minutes February 10 (Committee w/quorum)
2. Vendor application and cover letters to be mailed this week (McClurkan)
3. Report on township attorney findings re: market fundraising (Cutting)
4. Fund development status update February 10 (McClurkan)

ITEM 6. ADJOURN

Meeting was adjourned at 2:40 p.m.

NEXT SCHEDULED MEETING: THURSDAY, FEBRUARY 10, AT 1:00.

Respectfully submitted by Shari Groendyk, Secretary/Treasurer