

Board of Directors Meeting Minutes

Wednesday, March 4th, 2026, 5:15-7:15 pm

Attendance:

Board Members: Doug Robertson, Haven Sundstrom, Catherine Heising, Ram Shucart, Amanda Finegold, and Tika Thomas

Board Members on Zoom: Sue Theolass, Ben Maude

Members/ Guests: Kimberly Gladen, Leah Holliday, Jessie Gustafson

Zoom: Maia Bowers, Willy Gibboney, Jacob Young, Courtney Fellet, Julia Garretson

Staff: Kassie Ryall, Shannon Lee-Hutson, Silver Lee-Hutson*

Staff on Zoom: Sonia-Marie Ostendorf

Introductions and Announcements

Agenda Review/ Amend/ Approve

- Table "BOD Meeting time limits" and change title for next meeting
- Table "Social Media Policy" until next meeting
- Treasurer David Winship, absent- report done by Doug Robertson

*****Motion to approve the amended agenda for March 4th, 2026 (Amanda/ Haven 7-0-0)**

*****Motion to approve amended minutes for February 4th, 2026 with spelling corrections (Haven/Tika 7-0-0)**

Treasurer's Report-Doug Robertson

- Budget Committee recommends an increase in booth fees: \$25 for an 8x8 space and \$13 for a 4x4 space
- They recommend considering this for first Saturday of June
- Further discussion was tabled for the next BOD meeting in April

Administrative Report: Shannon Lee-Hutson

- Office Hours: The office reopened February 3rd, 2026, from Tuesday-Friday 10am-4pm.
- Food Court Openings: There are two food Court openings to be filed for 2026; 1 one year space and 1 permanent space. The applicants are currently under review by the Food Booth Selection Committee and will be interviewing in March.
- Website update: Still working on the new website, just keeps getting better. PayPal has been added to the other payment options, Visa, Mastercard, Discover, American Express, on the portal. Members will soon be able to pay online. This will positively impact the Market and allow for future growth and management.
- Envelope collection will remain the same. Cash or check are the payment options available for daily payment envelopes.
- The accounting migration of the website to the Quick Books will continue developing through March. We will also be doing a lot of training to be able to operate the new system successfully.
- Holiday Market (HM) debrief: See attached HM25 Debrief report.
- Selling Opportunities: The Farmer's Market is opening even earlier this year. If members are interested in additional selling opportunities with the Farmer's Market, they must attend an orientation and be a current member of the Saturday market in good standing. February selling opportunities were successful. We hope more interested members would avail themselves of the March dates.
- Update regarding staffing: the Budget Committee has recommended not hiring an assistant manager at this time. One site crew applicant coming in this week. We are working on reconfiguring the Site team a bit with the loss of Chris Cavalucci.

- We are actively processing new member and renewal member applications. Please remember that Reserve Members should renew by March 6th, 2026 to ensure that they claim their space.
- Still working on scheduling Bank signing appointments.

Action required:

1. Approve Committee Reporting Procedure

*****Motion to approve the Administrative report and all action items for March 4th, 2026 (Amanda/ Sue 7-0-0)**

Advertising Report: Silver Lee-Hutson

No actions were requested

Old Business

- BEM-none
- Table discussions regarding Old Business to the Town Hall Meeting

Food Court Committee Report-Haven Sundstrom

- Working on filling vacant spaces
- Interim Chair-Haven Sundstrom
- Vote for official chair in next meeting
- Potential pot luck planning for food court members this year

Governance Committee Report-Amanda Finegold

- Working on continuing to stabilize to committee

Holiday Market Report

None

Personnel Committee Report

None

Standards Committee Report

- Ram Shucart and Tika Thomas are the Co-Chairs of this committee
- Researching AI
-

Sustainability Committee Report

- More members?
- Next meeting is March 10th, 4pm, via zoom

Pressing Member Concerns

None

New Business

Table for next BOD meeting on April 1st, 2026.

Meeting Evaluation

*****Motion to adjourn the March 4th, 2026 Board of Directors Meeting, (Amanda/Catherine 7-0-0).**