

MEETING NOTICE FOR THE CITY OF HUBBARD

TUESDAY

JUNE 23, 2020

.....
**FARMER'S MARKET COMMITTEE: SOBO, COUNTRYMAN, ZIOT, CLOUSE,
CRAUTHERS, BARYO, MUGICA**
.....

The Hubbard Farmer's Market Committee will meet for a meeting **via conference call**. This is to enable interested citizens to listen to the meeting. All public comment is suspended during this meeting due to platform restrictions. **Should you wish to speak at the meeting, you may sign up by completing the form on the City's webpage or calling City Hall 48 hours prior to the meeting.**

<https://www.cityofhubbard.org/bc/webform/sign-if-you-want-speak-meeting>)

One tap mobile

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+1 408 638 0968 US (San Jose)

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+1 301 715 8592 US (Germantown)

+1 312 626 6799 US (Chicago)

Find your local number : <https://us02web.zoom.us/j/kdGrwsTq67>

Meeting ID: 886 4276 3119

Password: 924584

*******ACCESSABILITY NOTICE*******

Please contact the Director of Administration/City Recorder, Hubbard City Hall, 3720 2nd St., Hubbard OR 97032 (Phone No. 503-981-9633) prior to the scheduled meeting time if you need assistance accessing this electronic meeting. TCC users please call Oregon Telecommunications Relay Service at 1-800-735-2900.

Agendas are posted at City Hall and on the City website at www.cityofhubbard.org.

You may schedule Agenda items by contacting the Director of Administration/City Recorder Vickie Nogle at 503-981-9633. (TTY / Voice 1-800-735-2900)

SEE ATTACHED AGENDA

Posted 6/18/2020

4:00 p.m.

Vickie L. Nogle, MMC

Director of Administration/City Recorder

CITY OF HUBBARD
HUBBARD CITY HALL
3720 2ND STREET, HUBBARD

FARMER'S MARKET MEETING AGENDA

June 23, 2020 – 6:15 p.m.

LOCATION: **(CONFERENCE CALL -
Refer to Cover Sheet for details)**

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<https://www.cityofhubbard.org/bc/webform/sign-if-you-want-speak-meeting>)

- 1) **CALL TO ORDER.**
 - a. Roll Call.

- 2) **APPROVAL MEETING MINUTES.**
 - a. April 28, 2020.

 - b. May 26, 2020.

- 3) **VENDORS, BUSINESS SPONSORS, COMMUNITY MEMBERS.**

- 4) **VENDOR HANDBOOK.**

- 5) **EMAIL AND FACEBOOK POSTS.**

- 6) **2020 MARKET SEASON UPDATE.**

- 7) **OTHER BUSINESS.**

- 8) **ADJOURNMENT.**

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**CITY OF HUBBARD
FARMERS MARKET COMMISSION
4/28/2020**

CALL TO ORDER: The Farmer's Market Commission Meeting was called to order by Chairperson Bethany Zito at 6:20 pm through conference call.

COMMISSION PRESENT: Bethany Zito, Jessica Countryman, Marty Sobo, Anthony Mugica, Amy Bario, Megan Crauthers

COMMISSION ABSENT: Troy Clouse

CITIZENS PRESENT: Vickie Nogle, Charles Rostocil, Serenity

MEETING MINUTES:

The meeting minutes were tabled until the next meeting.

VIRTUAL FARMER'S MARKET

It was brought to the attention of the farmer's market that it would be possible to making the year's Farmer's Market into a digital farmer's market. Rather than having vendors set up on a weekly basis, vendors would be promoted on the Farmer's Market Facebook page. Vendors would be responsible for receiving and fulfilling orders. Vendors are then allowed to be in the park on Saturdays from 10am to 2pm for the purpose of delivering customer orders.

The consensus is that the committee will consider this proposal and make a decision at the next meeting.

JUBILEE VEGETABLE GARDEN

Due to COVID-19, there are no volunteers directly from the Woodburn or North Marion School Districts. Community volunteer and individual volunteers are still welcome to assist with the garden.

VENDOR HANDBOOK

The handbook is currently being edited by Jessica Countryman. It was found that there was some format corruption in the handbook file, which are being corrected.

VENDORS, SPONSORS, AND COMMUNITY PARTNERS

Ami has continued to build a database of possible vendors. There was some concern expressed over the possible lack of vendors. As of this meeting, the applications have not been made available to the public yet. It's not certain how many vendors will be willing to vend at the farmer's market.

SIGNAGE

Sign locations were discussed. The current plan is to hang signs in Barens Park and Rivenes Park. It was suggested that there may need to be more signs purchased, but no decisions have been made at this time.

INPUT FOR THE 2020 MARKET SEASON

No other input was provided the for the 2020 Market Season.

OTHER BUSINESS

No other business at this time.

Next Meeting: June 23rd, 6:15pm

Location: Conference Call

Marty motion to adjourn the Farmer's Market meeting, Amy seconded the motion.

ADJOURNMENT - (NEXT MEETING SCHEDULED [date] AT 6:00 PM at [Location])

Attest:

Chairperson

Vice Chairperson

Date

**CITY OF HUBBARD
FARMERS MARKET COMMISSION
5/26/2020**

CALL TO ORDER: The Farmer’s Market Commission Meeting was called to order by Chairperson Bethany Zito at 6:14 pm through conference call.

COMMISSION PRESENT: Bethany Zito, Jessica Countryman, Marty Sobo, Anthony Mugica, Amy Bario, Megan Crauthers

COMMISSION ABSENT: Troy Clouse

CITIZENS PRESENT: Vickie Nogle

MEETING MINUTES:

The meeting minutes from 4/2/2020 were reviewed. Marty made a motion to accept the minutes. Bethany seconded the motion.

Yea votes: Bethany Zito, Jessica Countryman, Marty Sobo, Anthony Mugica, Amy Bario, Megan Crauthers

Nay votes: none

The motion passes.

CITY UPDATE

As of 5/22/2020, Marion County entered “Phase 1” for reopening the county. Gathering sizes are currently capped at 25 people. In order to open the Farmer’s Market, there need to be dedicated staff in each booth to enforce social distancing. Because of this, the Farmer’s Market will not be able to be physically hosted in the park until at least “Phase 2” of opening for Marion County.

VIRTUAL FARMER’S MARKET

According the lawyer for the city of Hubbard and Vickie, a digital farmers market is possible; that is, providing extra promotion for businesses and endorsement for businesses that are advertised. There was discussion regarding the feasibility of the digital farmer’s market.

Jessica Countryman made a motion to not continue forward with the virtual farmer’s market. Marty Sobo seconded the motion.

Yea votes: Bethany Zito, Jessica Countryman, Marty Sobo, Anthony Mugica, Amy Bario, Megan Crauthers

Nay votes: none

The motion passes.

JUBILEE VEGETABLE GARDEN

If the Farmer’s Market is unable to open, all the vegetables will be used by the Jubilee Food Pantry. Committee members have been encouraged to assist in watering or weeding the garden and the surrounding gravel areas.

FARMER’S MARKET OPENING DATE

July 11th is ideal start date, but the final decision will be made by the June 23rd meeting. The decision will be based upon the state of Marion County’s opening status. The Committee will continue to keep in contact with vendors to maintain interest.

VENDOR HANDBOOK

The handbook is currently being edited by Jessica Countryman.

SIGNAGE

If the market is able to be held, signs will be put up on or after June 23rd. No new signs will be ordered at this time.

FACEBOOK

All Facebook posts must be printed or otherwise archived. All emails sent that pertain to the Farmer’s Market are to be sent as a BCC to the city’s Farmer’s Market email to be archived.

INPUT FOR THE 2020 MARKET SEASON

No other input was provided the for the 2020 Market Season

OTHER BUSINESS

By June, Bethany will be unable to continue with being at the Market.

Next Meeting: June 23rd, 6:15pm

Location: Conference Call

Marty motion to adjourn the Farmer’s Market meeting, Amy seconded the motion.

ADJOURNMENT - (NEXT MEETING SCHEDULED [date] AT 6:00 PM at [Location])

Attest:

Chairperson

Vice Chairperson

Date