1. Farmers & Crafts Market Board Meeting January 10, 2023
2. Board members present: John Guldemann-Chair, Lan Strong-Vice Chair, Sharon Carrillo-Treasurer (past), Kelly

Muncrief – Treasurer (New), Kelly Sontheimer—Secretary (New), James Brookover, Kathy Vasile

1. Staff present: Karin Bradshaw—Market Manager, Amanda Buono—Office Manager
2. Vendors present: Debbie Bond, Wilma Durio, Dave Black, Kerry Carmona, Jennifer Tyson, Cassie Williams, Zeno Muncrief.
3. Visitors present: Peter Vasile, Carrie Hamblem
4. Guldemann: called 1st meeting to order with out-going Board members at 6:06 pm.
5. Guldemann: Read conflict of Interest Inquiry and Privilege of the Floor
6. Guldemann reminded members of the Board the meeting is being recorded electronically.
7. Guldemann: Called for motion to approve agenda.
8. Brookover: Motion to approve agenda.
9. Muncrief: Second
10. Guldemann: All approve. Aye. Motion passes.
11. Guldemann: Called to say goodbye to Board members Manny Morales & Sharon Carrilo who are leaving the board & welcome to new community Board members Kathy Vasile & Kelly Sontheimer to the board.
12. Guldemann: Called for any Board member to speak for up to 1 minute.
13. Guldemann: Called for any vendor present to speak for up to 2 minutes.
14. Wilma Durio: Inquired regarding the status of the/an audit.
15. Carrilo: Reported she tried to contact Debbie Grey today but was not able to connect. If this doesn't work out she will go down the list of possible CPA's and shared there are not many people who do audits.
16. Guldemann: Asked about the possibility to go through the university and get a graduate student for audit.
17. Carrilo: Responded that it is not possible as it needs to be a CPA. She asked Debbie if she knew of anyone else & Debbie said no. She will follow up with Debbie.
18. Guldemann: Called for a motion to adjourn the old Board members meeting.21 Brookover: Motion to adjourn.
19. Muncrief: Second.
20. Guldemann: All approve. Aye. Motion passes.
21. Meeting adjourned at 6:09 pm.
22. Farmers & Crafts Market Board Meeting January 10, 2023
23. Guldemann: Invited new Board members to sit with the Board.
24. Guldemann: Called 2nd meeting to order with new Board members at 6:10 pm..
25. Guldemann: Read conflict of Interest Inquiry and Privilege of the Floor.
26. Guldemann: Reminded Board members the meeting was being electronically recorded.
27. Guldemann: Called for a motion to approve the agenda.
28. Brookover: Motion to approve agenda.
29. Vasile: Second.
30. Guldemann: All approve. Aye. Motion passes.
31. Guldemann: Called for a motion to elect new Board Chairman and volunteered for this position.
32. Brookover: Motion for Guldemann to be the Chairman of the Board
33. Sontheimer: Second
34. Guldemann: All approve. Aye. Motion passes.
35. Guldemann: Called for motion & discussion for Vice-Chairman.
36. Brookover: Motion for Lan Strong to continue to be Vice-Chairman.
37. Muncrief: Second.
38. Guldemann: All approve. Aye. Motion passes.
39. Guldemann: Called for motion & discussion for Secretary.
40. Sontheimer: Volunteered to be the Secretary of the Board.
41. Vasile: Motioned to elect Sontheimer as Secretary.
42. Brookover: Second
43. Guldemann: All approve. Aye. Motion passes.
44. Guldemann: Called for motion to elect Treasurer.
45. Brookover: Motion to elect Kelly Muncrief as Treasurer of the Board.
46. Vasile: Second
47. Guldemann: All approve. Aye. Motion passes.
48. Guldemann: Called for discussion & determination of day & time of future Board meetings.

 The past board had meetings 2nd Tuesday of the month.

1. Brookover: Motion to discuss the new day & time of future Board meetings.
2. Muncrief: Second.
3. Muncrief: Suggested the meetings be moved to the 3rd week of the month due to the timing of budget, finances & bank accounts.
4. Guldemann: After discussion by the board, Guldemann called for a motion to move the meetings to the 3rd Tuesday of the month.
5. Muncrief: Motion to move the meetings to the 3rd Tuesday.
6. Brookover: Second.
7. Guldemann: All approve. Aye. Motion passes.
8. Guldemann: Opened the floor for Board comments. No comments36 Guldemann: Opened the floor for Vendor comments.
9. Debbie Bond: She saw that the Board members have descriptions of their jobs. Asked if vendors have that.

Asked for a copy of the new job descriptions.

1. Bradshaw: Informed Debbie she can email a request to the office & she would send it to her.
2. Bradshaw: Handed out Code of Conduct Agreement for all board members to read & sign if in agreement. All members is agreement. Code of Conduct forms read & signed & witnessed by Bradshaw.
3. Wilma: Requested to be put on next month’s agenda for a short presentation and discussion as a follow up to her earlier question to Sharon regarding the audit.
4. Guldemann: This request will be considered.
5. Guldemann: Next Board meeting set for February 21st at 6:00pm.
6. Guldemann: Called for a motion to adjourn meeting.
7. Brookover: Motion to adjourn meeting.
8. Sontheimer: Second.
9. Guldemann: All approve. Aye. Motion passes.
10. Meeting adjourned at 6:20 pm.

Minutes written by Kelly Sontheimer