



# Mountain Fresh Memo

**To:** Current, Former, & Potential Mountain Fresh Members  
**From:** Mountain Fresh Board of Directors  
**Date:** March 25, 2014  
**Subj:** Membership Materials & Meeting April 15

Thank you for your interest in and support of the Mountain Fresh Producers Association. Enclosed are copies of the 2014 rules, fee schedule, and application.

We will be having our first 2014 membership meeting:

**Tuesday, April 15, 2014 at 7:00 pm at the Garrett Co. Extension Office**

***It is very important that you attend this meeting!***

*A draft agenda for the meeting is on the back of this page.*

A **Farmers Market Nutrition Program (FMNP) and WIC Fruit & Vegetable check (FVC) training** has been scheduled for 6:30 pm on Tuesday, April 8 at the Extension Office. RSVP to Cheryl at 301-334-6968. To participate in these programs, someone from your farm must be trained every three years, and because of program changes, if you weren't trained last year, you **must** be trained this year. If you didn't complete an application last year, applications must be completed this year, and are **due April 1, 2014**. If you have participated previously, you will receive new applications via email or USPS mail. New to the programs? Call 410-841-5776 or email Shelby M. Watson at [shelby.watson@maryland.gov](mailto:shelby.watson@maryland.gov) for an application.

We'll be having **elections** of four of the board members at this member meeting. *We encourage you to consider running for a space on the board* to help our organization grow!

Darlene Terlizzi will again be our **Market Coordinator**. Her cell phone number is 240-285-7420 and her home number is 301-334-9398.

Remember, if you would like to request a **reserved space** for the Oakland market, mark the spot on the application and your membership dues and pre-paid season fees must be received by May 1. **Preference for reserved spaces is given to fresh produce vendors.** *The market must have more fresh produce vendors than other types of vendors, so not all new, non-farmer vendors can be approved.*

We have several **committees** and we need members to volunteer to serve. Please look at the committee list in the agenda and consider helping us out!

The Board **raised membership fees** this year. (See fee schedule in this packet).

The 2014 Maryland Farmers Market Conference had a lot of good farmers market information presented. Presentations from the conference will be available at: [http://mda.maryland.gov/maryland\\_products/Pages/farmers\\_market\\_dir.aspx](http://mda.maryland.gov/maryland_products/Pages/farmers_market_dir.aspx)

## 2014 Market Schedule:

Saturdays & Wednesdays	June 7 – October 29	10 am to 1 pm
Farm Appreciation Day	TBD	10 am to 1 pm
Corn Roast	August 30	10 am to 1 pm
Autumn Glory Festival	October 8-11	Times TBD

If you have questions or need an additional copy of the application form for the 2013 season, call the Extension Office at 301-334-6960 or visit [www.MountainFresh.org](http://www.MountainFresh.org)

---

### Mountain Fresh Producers Association

Garrett County Extension Office  
1916 MD Hwy, Suite A  
Oakland, MD 21550

301-334-6960 phone  
[info@MountainFresh.org](mailto:info@MountainFresh.org)  
[www.MountainFresh.org](http://www.MountainFresh.org)

**Mountain Fresh Producers Association  
Membership Meeting  
Tuesday, April 15, 2014  
7:00 pm, Garrett Co. Extension Office**

**Draft Agenda**

Review notes from the April 16, 2013 Membership Meeting

Treasurer's Report

2013 Financial Report

2014 Proposed Budget Approval

Election of Board of Directors

The following board of director seats will be voted on this year (2 year terms):

George Beckman

Betty Bolyard

Allen Lilly

Grace Robertson

Committee Creation

Advertising

Special Days

Audit

Quality Assurance

Other Business

Market Link

FSNEP Community Partnership

Mt. Fresh Board Meeting  
General Membership Meeting  
April 16, 2013

The meeting was called to order at 7:08 pm. Cheryl talked about a grant that we had received to update the website. Steve made a motion to accept the secretary notes from the general membership meeting in 2012. Charles seconded it. There was not a 2012 financial report, but a sheet prepared by Paul was reviewed. The balance was \$5598.91 as of March 28, 2013.

The board reviewed the 2012 financial market report which included sales and vendor survey results. A separate sheet was distributed. The members discussed the 2013 proposed budget. After much discussion, Charles moved to table the budget and Kathy seconded it. The members discussed options to try to get people to turn in sales slips for insurance and grant purposes. Some ideas included putting it on the application that it would be a mandatory requirement, encourage it for 2013 and have board approach vendors if the problem persisted, and a letter sent to those not turning in the slips. Skyler moved to change the rules to require vendors to turn in slips following the market they attend. Maggi seconded the motion.

The floor was opened for nominations for new board members. Those on the board willing to serve another term included: Max Dubansky, Katelyn Gnegy, Paul Perrine, Lester Kauffman. Nominations from the floor included: April Hebden, Maggi Coene, Skyler Hebden, Greg Carrico. Betty moved the motion to close the nominations and George seconded it. Those voted to serve on the board included Max Dubansky, Katelyn Gnegy, Paul Perrine, Lester Kauffman, and Maggi Coene.

Committees were created for Advertising, special days, audit, and quality assurance.

- Quality Assurance committee- Betty Bolyard, Judy Nice, Dale Glotfelty, Max Dubansky, Maggi Coene, Dave T, Charles Deberry
- Audit- George Beckman, Grace Robertson, Kathy Lilly, Paul Perrine
- Special Days- Mary Gnegy, Cheryl Deberry  
Farm appreciation day was set for July 20, 2013; Corn roost was set for August 31, 2013
- Advertising- Katherine Dubansky, Gary Coene, Dave & Darlene Terrlizzi, Katelyn Gnegy, Cheryl Deberry, Margaret Woodmorth, Jenni Kahl, Tina Crabtree

Members were told that replacement of the roof had begun. The lighting was still a question.

Max updated members about sampling/health department updates. Max talked about selling meat and chicken. A hand sink would be needed to allow sampling and there would have to be one placed at each end of the building to comply with the requirements.

Other business included putting up dog signs, lights, Dave and Darlene as the coordinators again, and the EBT machine.

Allen made a motion to adjourn the meeting and Charles seconded it.

# Mountain Fresh Producers Association 2014 Market Fee Schedule

## Regular Markets

<u>Item</u>	<u>Adult</u>	<u>Youth</u>
<b>Annual Membership Dues</b>		
Prior to June 1 .....	\$50.00.....	\$25.00
June 1 – August 1.....	\$60.00.....	\$30.00
<b>Oakland Market Fees</b>		
Daily set up fees.....	\$15.00 per day.....	\$10.00 per day
Pre-pay season fees* in lieu of daily fees .....	\$125.00 per season.....	\$65.00 per season
<i>If a reserved space is assigned by the Board, additional fee required **</i>		
.....	\$20.00 per season.....	\$10.00 per season

## Special Markets

<u>Item</u>	<u>Adult (not prepaid)</u>	<u>Adult (prepaid)</u>	<u>Youth</u>	<u>Non-Member<sup>†</sup></u>
Farm Celebration Day (Date TBD) <i>regular market day no additional fees, no non-member vendors</i>				
Corn Roast (Saturday, August 30 market) .....	\$20.00.....	\$10.00.....	\$10.00.....	\$50.00
Autumn Glory Festival, October 8-11:				
<i>Wednesday regular market day - no additional fees</i>				
Thursday .....	\$20.00.....	\$10.00.....	\$10.00.....	\$50.00
Friday .....	\$20.00.....	\$10.00.....	\$10.00.....	\$50.00
Saturday.....	\$20.00.....	\$10.00.....	\$10.00.....	\$50.00
<i>(Schedule will be worked out at a later date)</i>				

<b>Non Profits: For Autumn Glory Only:</b>	<b>Per Day</b>
Offering items for sale.....	\$20.00
Information only, no sales .....	\$10.00

\* *Prepaying the season does not entitle you to a reserved space.*

\*\* *To be eligible for a reserved space at the Oakland market, annual membership dues and pre-paid season fees must be submitted prior to May 1. Reserved spaces for the Oakland Market will be assigned at the Board's discretion.*

<sup>†</sup> *Non-Members **may not** set up on regular market days. For corn roast, non-members must follow the same rules of producer-only products (items sold must be handmade - no reselling items)*

## RULES AND REGULATIONS

### MOUNTAIN FRESH PRODUCERS ASSOCIATION TAILGATE MARKETS

1. **DEFINITION OF A MARKET:** The Mountain Fresh Tailgate Markets are designated areas where producers may sell directly to the public in accordance with the applicable federal, state and county regulations.
2. **DEFINITION OF A PRODUCER:** A Mountain Fresh Producers Association member who has raised or prepared, in the mountain top area, the items offered for sale.
  - a. **DEFINITION OF A VENDOR** (person physically selling): A producer, a member, a member of his/her family, or an employee.
3. **ITEMS FOR SALE:** Items which can be sold at the Mountain Fresh Tailgate Markets can include fresh vegetables, fruits, berries, cut flowers, dried flowers, herbs, plants, eggs and crafts. Sale of value added or processed foods, which includes baked goods, jams and jellies, honey, and maple syrup will be allowed provided they meet all applicable association, county, state, and federal regulations. Flea market type items will not be allowed.
4. **ENFORCEMENT OF RULES:** Occupants of space at the Mountain Fresh Tailgate Markets must, at all times, conform to the rules and regulations of the market as established by the Mountain Fresh Producers Association Board of Directors. The Market Coordinator, or a designated Board member, will collect fees, assign space to producers, and enforce market rules and regulations.
5. **SPACE ALLOCATION:** Reserved spaces, for the Oakland Market only, to be assigned at the Board's discretion. To be eligible for a reserved space, membership dues and prepaid season fees must be submitted prior to May 15<sup>th</sup>. All unreserved spaces will be assigned by the Market Coordinator between the hours of 8:30 am and 10:00 am. Members with reserved spaces should notify the Market Coordinator by 9:30 am on the day when space is not going to be used or if they will be late.
6. **SPACE RENTAL FEES:** Space rental fees for the Mountain Fresh Producers Association Oakland and McHenry markets are explained on the Market Fee Schedule. All fees must be paid when space is assigned.
7. **PRICING OF PRODUCTS:** Individual producers will set their own prices. Producers are urged to sell by the piece or by volume rather than by weight. If scales are used, they must have a current inspection sticker from the MDA.
8. **DISPLAYING AND SELLING GOODS:** **THERE WILL BE NO SALES PRIOR TO 10:00 AM.** Goods may be sold directly from trucks. Producers must furnish their own tables, chairs, and other display arrangements. Each producer is responsible for the cleanliness in and around area occupied. At the close of the day, all trash and waste is to be removed by the producer.
9. **SPECIAL MARKET DAYS:** During special market days: Ice Cream Social, Corn Roast, and 3-day Autumn Glory market, nonmembers will be allowed to set up according to the fees explained on the Market Fee Schedule and conforming to all rules and regulations.
10. **MARKET SCHEDULE IMPORTANT DATES AND TIMES:** Membership year is from April 1<sup>st</sup> to March 31<sup>st</sup>. To be eligible for election to the Board of Directors, membership dues must be paid on or before the first membership meeting of that season. August 1<sup>st</sup> will be the final deadline for membership and season fees. Reservations for special market days must be made 15 days prior to the event.
11. **FAILURE TO COMPLY WITH MARKET RULES AND REGULATIONS:** Failure to comply with rules and regulations of the Mountain Fresh Tailgate Markets will result in the removal of the offending producer from the market for the day, and may result in the banning of that producer from the market indefinitely.

*These rules have been written and approved by the Mountain Fresh Producers Association Board of Directors. The Mountain Fresh Tailgate Markets are held in cooperation with the Greater Oakland Business Association and the Town of Oakland*

# Mountain Fresh Produce Association

## 2014 Membership Application

Applications must be received by August 1, 2014 to be considered for membership during the 2014 market season.

Name(s) \_\_\_\_\_

Farm or Business Name (optional) \_\_\_\_\_

Mailing Address \_\_\_\_\_

Phone (daytime) \_\_\_\_\_ (evening) \_\_\_\_\_

Email Address (optional) \_\_\_\_\_

### Please check the items you would like to market through Mountain Fresh:

- \_\_\_\_\_ Vegetables    \_\_\_\_\_ Berries    \_\_\_\_\_ Maple Syrup    \_\_\_\_\_ Jams/Jellies  
\_\_\_\_\_ Fruits    \_\_\_\_\_ Plants    \_\_\_\_\_ Honey    \_\_\_\_\_ Baked Goods  
\_\_\_\_\_ Herbs    \_\_\_\_\_ Cut Flowers    \_\_\_\_\_ Crafts    \_\_\_\_\_ Personal Care (Soap, etc.)  
\_\_\_\_\_ Eggs    \_\_\_\_\_ Specialty (please list) \_\_\_\_\_  
\_\_\_\_\_ Other: (please list) \_\_\_\_\_

### Payment Options

<u>Item</u>	<u>Adult</u>	<u>Youth</u>	<u>Total</u>
_____ Membership Fee (before June 1, 2014).....	\$50.....	\$25.....	_____
_____ Late Membership Fee (June 1 – August 1, 2014).....	\$60.....	\$30.....	_____
_____ Pre pay Oakland Market Season (in lieu of daily market fees*).....	\$125.....	\$65.....	_____

\*Daily market fees are \$15/day for adult vendors, \$10/day for youth (per space)

**Total Paid:** .....

Please make checks payable to: **Mountain Fresh Produce Association**  
c/o Garrett County Extension Office  
1916 MD Hwy, Suite A  
Oakland, MD 21550

\_\_\_\_\_ I would like to request a **reserved space(s)**. I understand fresh produce vendors will receive priority as mandated by the Maryland Department of Agriculture. If selected, I will pay the additional **\$20 fee per space** for reserved space(s). (Application, membership & pre pay season fees for all requested space(s) must be received by May 1 to be eligible. Reserved spaces will be distributed at the discretion of the board.)

### Member Commitment:

*I have read and understand the rules and regulations of the Mountain Fresh Produce Association and I agree to abide by these rules and regulations at all times if I am approved to sell at the Mountain Fresh Markets. The information above is true to the best of my knowledge.*

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date