

**FARMERS MARKET COMMITTEE MEETING**  
**Wednesday, May 24, 2023**  
**Brown Deer Village Hall, 2:00P.M.**



**PLEASE TAKE NOTICE** that a meeting of the Brown Deer Farmers Market Committee will be held in the Brown Deer Village Hall, 4800 W Green Brook Dr., Brown Deer, Wisconsin at the above noted time and date, at which the following items of business will be discussed and possibly acted upon:

- I. Roll Call
- II. Approve minutes from 4.26.2023 meeting
- III. Old Business:
  - A) Discussion of activities completed by Market Manager to this point
    - a. Shepard Express Ad completed
    - b. Discuss future FB ad
    - c. Discuss any other possible paid marketing/advertising
  - B) Train on how to take payments and Market Match
  - C) Received a response from only 2 people who noted interest in volunteering - they cannot make it
  - D) Met with DPW and PD about barricades, bathrooms, garbage, and signage
- IV. New Business Items
  - A) Create Patron Code of Conduct
  - B) Complete map of vendor locations
  - C) Need to reach out to area businesses to raise awareness with their employees
  - D) Attendants from previous years will be back again! They are coming in on Tuesday, June 13 at 10 AM to discuss this year's Market. Committee members are welcome to attend.
  - E) Sidewalk Chalk Party on Tuesday, June 13 at 3-4:30 (or later if needed)
  - F) Prepare for first day of Market
  - G) Create schedule of Committee members attending market
  - H) Confirm date for next meeting: Wednesday, June 21 at 2 PM
- VI. Adjournment

**Kerry Hoey**

Kerry Hoey, Marketing & Communications Coordinator, Village of Brown Deer

May 23, 2023

**PERSONS REQUIRING SPECIAL ACCOMMODATIONS FOR ATTENDANCE AT THE MEETING SHOULD CONTACT THE VILLAGE CLERK AT LEAST ONE BUSINESS DAY PRIOR TO THE MEETING.**