

FARMERS MARKET COMMITTEE MEETING
Wednesday, April 26, 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 3.29.2023 meeting
- III. Old Business:
 - A) Discussion of activities completed by Market Manager to this point
 - B) Committee members role assignments and updates
 - a. Checking and answering messages on Farmers Market FB
 - b. Reach out to the community calendars to add our Market. We are already listed in the Journal Sentinel.
 - i. Urban Milwaukee online paper, Shepard Express, and any others
 - ii. Local tv stations (I have already taken care of Fox 6)
 - iii. Blogs
 - iv. 88.9 radio and other local radio stations
 - c. Train on how to take payments and Market Match
 - d. Distribute flyers to local churches and organizations (I will make the flyers for you)
 - e. Assist with making sure all paperwork, permits, and inspections are completed. May need to work with Brad at NSHD
 - f. Diane has already volunteered to do the weekly vendor features (photos, interviews/story, and post on FB). Thanks Diane!!
 - g. Distribute yard signs
- IV. New Business Items
 - A) Set up time to meet with DPW and Police Department
 - B) Prepare for Vendor meeting and what will be needed to be done before meeting
 - C) Volunteers and how would like utilize
 - 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) Confirm date for next meeting: Wednesday, May 24 at 2 PM
- VI. Adjournment

Kerry Hoey

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

April 19, 2023

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