

BY-LAWS
MEADE COUNTY FARMERS MARKET INC.

ARTICLE I NAME

The name of this organization is The Meade County Farmers Market Inc.

ARTICLE II PURPOSE

The purpose of this market is to provide producer-members a means to promote their farm produce, meat and value added products. These items must be grown, raised or prepared by the market member unless other wise approved by the market members. The market's goal is to also provide information on production, marketing and preparation of products for members and consumers.

ARTICLE III MEMBERSHIP

Membership shall be composed of any individual producer that has been a member prior to May 2009. Membership is also extended to any producer in Meade County, surrounding counties and Harrison County in Indiana, who meets the criteria and is approved by a simple majority of market members attending an official meeting. All members are subject to the payment of the required dues and fees approved by the current members of The Meade County Farmers Market.

ARTICLE IV OFFICERS

The officers of the market shall consist of President, Vice-president, secretary Treasurer and Market Manager. The persons who may hold office must be a member, members spouse, or a family member.

The officers shall be elected/reelected to a one year term at the annual meeting of the market. An officer shall be limited to (3) one year terms.

ARTICLE V DUTIES

PRESIDENT—

- a. shall preside over all meetings of the market and board of directors
- b. call meetings and special meetings
- c. perform all acts and duties of a presiding officer
- d. provide leadership and vision for the market
- e. shall work closely with the market manager on advertising for the market
- f. shall seek grants and other monies available to the market i.e. Kentucky Proud promotions etc.

VICE-PRESIDENT—

- a. shall all duties of the president in his/her absence
- b. coordinate, manage, and serve as ex officio member of any committees
- c. assist the president

SECRETARY—

- a. take minutes at all official meetings an prepare a written copy for file as well as provide the Ag Extension agent a copy
- b. maintain a current list of members with addresses and telephone numbers
- c. mail notices of meetings and agendas
- d. maintain market archives
- e. provide new members a copy of by-laws and guidelines
- f. File any paperwork for grants or monies approved by market members

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g. obtain average prices from internet weekly to assist in members pricing
TREASURER—

- a. be responsible for paying all approved bills of the market
- b. compile an accurate financial record of the market and provide said report at meetings

MARKET MANAGER—

- a. make day to day managerial decisions at the market within guidelines set forth by the board of directors
- b. collect fees and provide members with receipts
- c. give fees to treasurer for deposit in market account
- d. ascertain that all permits and licenses of members is current
- e. assign selling spots for the market

ARTICLE VI BOARD OF DIRECTORS

The board of directors shall consist of the duly elected officers as well as members of the market elected at large. The number of at large members shall start at two and increase as the market increases with a goal of 1 at large member for each 5 members of the market. The ag extension agent will also be asked to serve on the board of directors. The board will be allowed to fill a vacancy for the duration of the unexpired term. The at large members term shall be one year with a limit of five consecutive terms. The ag agent would be the only exception to this rule.

DUTIES—

- Represent the best interest of the market
- Be active in assisting the officers
- Serve on committees
- Advise other market members as needed
- Conduct farm inspections as needed

Meetings of the board shall be called by the president or a majority of the members.

ARTICLE VII VOTING

Each paid membership is entitled to one vote. Paid membership term is from June 1 until May 31 each year. On non critical issues a simple show of hands is sufficient. On critical or sensitive issues the president may ask for a paper ballot.

ARTICLE VIII QUORUM

In the beginning a quorum shall be at least five voting members. As the market grows a quorum shall be one-half of voting members plus one.

ARTICLE IX ORDER OF BUSINESS

Parliamentary procedures shall be conducted according to Roberts Rules of Order.

ARTICLE X RULES AND REGULATIONS

The board of directors shall submit a list of rules and regulations for approval by members. The rules and regulations can be amended by a simple majority vote at any official meeting.

ARTICLE XI AMENDING BY-LAWS

These by-laws may be amended at any official meeting by a simple majority vote provided due notice was given with the meeting call at least one week before scheduled meeting date.

ARTICLE XII DISSOLUTION

In the event of dissolution of the market any funds or property of the market shall be

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liquidated and proceeds shall be administered and distributed by Meade County
Agriculture agent for the purpose of promoting agriculture in Meade County.

These by-laws of Meade County Farmers Market Inc. adopted Date _____

Witness _____

Witness _____

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MEADE COUNTY FARMER'S MARKET, INC. GUIDELINES

MISSION STATEMENT

To provide a venue for local farmers/producers to direct market their products to the public in a safe, friendly, convenient environment as per Article II of our by-laws.

MEMBERSHIP REQUIREMENTS

As stated in Article III of the by-laws.

RESELLING

Only with prior approval of the simple majority vote as stated in Article II of the by-laws.

FEES

- a. \$50.00 yearly fee per one selling space due by April 1 unless otherwise approved by the Board of Directors
 - b. \$5.00 daily fee on Saturday
 - c. \$2.00 daily fee on Tuesday
- NOTE--- all fees must paid before selling

FARM INSPECTION

Each member must agree to a farm inspection by representatives from the Board of Directors as stated in article VI of the by-laws.

LOCATION

The Market is located at the Meade County Extension Office 1041 Old Ekron Road Brandenburg, Kentucky.

SCHEDULE

The following schedule could be changed/alterd according to availability of items. These changes would be decided by vendors and the Market Manager.

- Dates---early May thru end of October
Time---Tuesday 1:00 P.M. to 5:00 P.M.
Saturday 8:00 A.M.to Noon

- NOTE-- a.-No one may sell before posted times.
b.-Every one should be operational by posted times
c.-No one may sell after posted time at market site except to take care of patrons who may have arrived late
d.-Market Manager will call starting time

INSURANCE

The Market is under the umbrella of the Meade County Extension Office, however it is

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suggested that each individual member have liability insurance. Check with your insurance agent since most liability policies will cover this.

ITEMS THAT CAN BE SOLD

- a.- Produce i.e. vegetables, fruit, herbs etc.
- b.- Meat, poultry, aquaculture products processed at a USDA approved facility
- c.- Certified home processed foods
- d.- Bedding plants
- e.- Misc. honey, eggs, preserves, sorghum, maple syrup, flowers, farm based crafts, gourds, other items as may be approved by the Market Manager

PRICING

Secretary will obtain pricing from the Kentucky Department of Agriculture's website weekly as stated in article V of the by-laws. Vendors will not under price more than 10% from prices agreed upon by the vendors at the market.

MANAGEMENT

The Market Manager will make day to day management decisions concerning the market as stated in article V of the by-laws.

RESPONSIBILITIES

All members are responsible for obtaining all pertinent certificates and licenses as required by state and local law. Members must present copies of these to the Market Manager. All vendors are responsible for cleaning entire area as well as restroom facilities during and at end of selling period.

REMOVAL

Any member may removed from the market for habitually causing conflicts, disturbances or not adhering to Market By-Laws and Guidelines. For the first infraction the member will receive a verbal warning from the Market Manager. For the second infraction the member will receive a written warning from the Market Manager. For the third infraction the member may be removed. This removal will be by a simple majority vote at an official meeting.

Adopted February 27, 2009

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Meade County Farmers Market Inc. 2011 Membership Application

Name _____

Farm Name _____

Address _____

City _____ State _____ Zip _____

Phone Number _____ Cell _____ email _____

I will be selling the following: _____

I will be selling these days: Saturday _____ Tuesday _____ Both _____

I will be selling May thru end of Market _____ Other _____

If possible I will let the market manager know if I am unable to attend on a planned day and inform the market manager what I plan to sell 2 days before market day so it can be advertised on the just picked list.

Market Fees: Annual \$50.00 plus daily fee of \$5.00 for Saturday and \$2.00 Tuesday.

Make checks payable to Meade County Farmers Market Inc.

Produce must be grown or produced by market member unless otherwise approved (see bylaws). If I have baked goods or processed foods I must present the market manager with a copy of all necessary permits and/or certificates necessary.

Please return this completed application with fees to:

Hannah Thomas, Treasurer

7694 Long Grove Rd.

Elizabethtown, KY 40157

Or by email to: Katie.thomas@fallenmaplefarm.com

I have read and agree to the guidelines of the Meade County Farmers Market, Inc. and acknowledge that failure to comply with these guidelines could result in the forfeiture of my membership fees and privileges.

I also understand that the fees are non-refundable.

Members Signature

Date

