

# ST. CLOUD AREA FARMERS MARKET

## 2018 Membership/Market Standards

### I. LOCATION AND HOURS OF OPERATION

1. The St. Cloud Area Farmers Market meets from the first Saturday in May until the last Saturday in October in the Lady Slipper Parking Lot in downtown St. Cloud, 700 Division Street, from 8:00 AM until noon.

### II. RULES OF OPERATION

1. Market Master may use discretion in determining space in a full market.
2. A vendor who does not have 50% attendance may be subject to the Board's discretion for membership in the following season. Exclusions include seasonal vendors, natural disasters, and family emergencies.
3. Members are responsible for cleaning their area at the end of each market.
4. Once a seasonal vendor begins attending the market for the season, any absences need to be reported to the Market Master at least 24 hours before the start of the market. Vendors shall notify the Market Master of their final date of attendance at the market for the current season.
5. All vendors must stay for the duration of the St. Cloud Area Farmers Market, and not leave before noon, without the explicit permission of the Market Master.
6. To provide for all members to thoroughly consider all suggested changes and/or additions to the Market Standards, all such changes must be submitted in writing to an officer no less than 15 days in advance of a meeting to vote on the change. The suggested change must be published to the entire membership no less than 10 days in advance of a meeting to vote on the change. At the meeting, the suggested change must be made a motion and seconded before a vote on the change can proceed. The SCAFM will also allow motions to be made and voted on at any membership meeting.
7. All votes on changes to the Market Standards will be cast by written ballots.
8. The SCAFM does *not* have a "No Dogs Allowed" policy.
9. Members are expected to conduct themselves in a manner with customers, other market members and the officers to contribute to a positive and friendly market image and environment. Disruptive, harassing or antagonistic behavior will not be tolerated.
10. No solicitations/promotion for customers or vendors, verbal or written, of any other Farmer's Market (multiple vendor venues) within a 10 mile radius and operating on the SAME DAY as a current SCAFM will be allowed on site during the operation hours of any St. Cloud Area Farmer's Market event, or during the setup or teardown period immediately prior to and after each event. Members are allowed to promote their single vendor proprietor farm stands or sales sites.

### III. DUES AND FEE STRUCTURE

1. Membership Fees are \$50 and must be received before February 1.
2. Yearly stall fees are \$10/foot for stall space up to and including 10 feet. To insure the market operating revenue is not negatively impacted by loss of membership fees because of larger stall sizes, all members with stall space in excess of 10 feet will pay \$15 per foot for 11-22 feet, and \$20 per foot for 23-32 feet. The maximum stall size is 32 linear feet.
3. While the SCAFM occupies the Lady Slipper Lot, the stall space depth is 40 feet. However, an additional 10 feet may be requested on the West and East ends due to safety concerns and length of trucks/trailers. An extra charge will be assessed to those vendors.

4. All Membership Fees and Stall Fees are non-refundable.
5. Members shall be able to retain the same amount of stall space each year unless rules of the market are changed by the membership. Members may request additional stall space or relinquish stall space in writing. Stall space decisions will be made by the officers. Preference for stall size increase requests will be given to those with the smallest stalls.

#### IV. MEMBERSHIP REQUIREMENTS

1. New members may be admitted after February 1 if there is available space. Acceptance of new members into the market will be decided by the officers with first priority given to insuring the market provides a wide diversity of products, and then to membership qualifications, and then to insuring the market is full. There shall be no restrictions on the number of vendors selling a particular product or group of products.
2. Proper licensing, inspection and certification are the responsibility of each vendor to obtain, and a copy of all such requirements must be submitted with all other application materials:
  - Sellers of shrubs, trees and perennials must have proper license.
  - Meat products must meet State or USDA processing and inspection guidelines.
  - Vendors of home-processed/canned foods must follow State guidelines for processed foods.
  - Home-processed/canned food items with an equilibrium pH of 4.6 or greater cannot be sold at a Farmers Market.
  - Some processed foods/products must be prepared in a licensed kitchen.
3. Members must provide a copy of liability insurance rider showing Farmers Market coverage.
4. Members must grow/produce the products they sell. Purchasing items for resale is not allowed. (Variance may be granted for unique products contributing to market diversity. Two-thirds vote required at a properly called meeting.)
5. Products must be grown/produced within a 50-mile radius of St. Cloud. Members must provide driving directions to their production/farm location/s. Elected officers or their representatives reserve the right to inspect a producer's operation.
6. Membership in the market is not automatically renewable. The officers shall have the right to not renew a newly admitted member during an initial two-year probationary period.
7. Members must complete and return a Minnesota Operator Certificate of Compliance. Sellers of non-food items must have a Sales Tax ID number.
8. Members must sign and abide by this list of Membership/Market Standards.

#### V. ENFORCEMENT PROCEDURES

1. Complaints pertaining to violation of Membership/Market Standards must be made in written form on a timely basis to the elected officers.
2. First violation of Market Standards will result in a written warning; second violation will result in a 2-week suspension; market privileges may be suspended for the remainder of the season after the third violation. A member may be non-renewed for a season or permanently expelled from the Market under the following provisions:
  - (A) Membership renewal for a new season may be denied by unanimous vote of the officers for habitual violation of Market Standards for attendance or product origin; or

- (B) A member may be permanently expelled by:
  - (I) Unanimous recommendation from the officers for expulsion requiring written documentation of reasons for expulsion recommendation to be presented to the entire market membership, and then –
  - (II) A 2/3rds majority of votes cast by members to affirm expulsion. The vote to expel a member must be taken by written ballot at a properly called Annual Meeting or a special meeting with a minimum 10-day written notice.
- 3. Exceptions to Market Standards and By-Laws will be reviewed on an annual basis.

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**(Member's Signature and Date)**

**By signing and dating the above, you are indicating that you have read, understand and agree to abide by the 2018 Membership/Market Standards along with the SCAFM By-Laws.**