

Annual Review

Attendance: Lynn Brown, Teresa Pitzer, Sue Theolass, Alan Pointer, Paulette Richards, Paula Gourley, Deb Huntley
Staff: Kimberly Cullen Recorder: Diane McWhorter

Guests: David Church, Terry Church, Shawna Holmes, Kim Allen, Jeff Allen

Announcements: Shawna is planning to rejoin the committee; this will be her first of the required three consecutive meetings. Kim and Jeff Allen are also interested in joining (first meeting.) This will be Lynn's last meeting as Co-Chair though he will remain on the committee. (Thank you so much for all of your amazing years of service) and Dave Lee is taking a year off. The Kareng Fund Art Bingo will be Sunday, Feb. 7th at the Broadway Commerce Center, in the lobby. Set-up at 4:00, games from 5-7:00pm.

Elections: Co-Chairs: the committee preferred to vote on them as a team rather than separately. A written vote was taken.

***Nominations: Teresa and Paulette (Teresa/Sue) All in favor 6-0-0

Lynn passed the Chair of the meeting to Teresa.

Minutes Approval:

***Motion: Approve the minutes of the October 21 meeting. (Sue/Alan) All in favor 6-0-0

Standards Committee Presentation: Kimberly reviewed the documents "Standards Presentation; Attendance Requirements; Notices of Concern and Appear and What to Expect; Studio Visit Worksheet; Recent Changes to Guidelines; and Code of Conduct.

Documents may be reviewed by request. Changes discussed:

Standards Presentation:

1. What is the Standards Committee: last paragraph change "The list of Standards per craft..." to "The list of **guidelines** per craft..."
2. What have been the challenges: 3. Technology, add 3-D printing.
3. Standards processes related to food products: 1. Menu Additions: Change first sentence from "The food court is protected against competition from other food booths with relation to products served" to "The food court **discourages duplication of menu items.** "
4. Standards Processes related to food products: 2. Change "may assist" to "**assists.**"
5. Product Screening: 3. Change "members" to "**members' products**"
6. Product Screening: 5. Remove second sentence (a team of three...).
7. Attendance Requirements: Change first sentence in bold to read: **This committee is open to any current market member or immediate family member listed as an additional seller/helper wishing to join.**
8. Attendance Requirements: 3. Change to read: If you miss three consecutive meeting or five meetings total in a calendar year, **you will be deemed to have resigned from the committee.** Eliminate second sentence.

9. Attendance Requirements: Reverse order of 4. and 5.
10. Code of Conduct: Screening products: 1. Remove sentence two (At least three members...)
11. Code of Conduct: Screening products: 2. Change the words “judge as to” to “**determine**”
12. Code of Conduct: General Guidelines: 1. Add “s” to the word “Standard”
13. Code of Conduct: General Guidelines: 4. If a Committee member has concerns about the acceptability of a Member’s product during the Market day, they should refer these concerns to the General Manager **by filling out** a Notice of Concern. **They are not to go to the member’s booth.**

Recent Changes to Guidelines: Please see attachment

Discussions: Studio visits are rarely used but as a last resort; it’s good to have a procedure in place in case one comes up. Screening: teams of three don’t work very well in the room but a team is always better than an individual. Asking questions about how they make the product will give a lot of information about their skill levels. If in doubt, bring the items to the full committee. Don’t interrupt another screening group; let them ask if they want more help. Posting on Facebook should be carefully done as it can be confusing. Mentoring could possibly be effectively done within the Standards screening process, finding needs and offering resources and contacts.

The Code of Conduct will be revised and can be signed at the next meeting.

Craft Specific Guidelines: Due to time constraints the committee did not go over all of the craft specific guidelines for possible changes. Members should do their own review and bring ideas to a future meeting. Items which will be worked on this season include: The definition of Handcrafted; Balls and other flying objects; Books; Pipes; Plants (nursery license may be necessary); Signage about use of technology; Scents, Mentoring. There was also a request to use signs to highlight recycled items.

Work Plan: (subject to change)

February: Pipes, Plants, Scents

March: open

April: Balls and Other Flying Objects

May: Books and Handcrafting

June: Signing Requirements Regarding Technology

July: open

August: Mentoring

Adjourned: 2:30 pm. (Sue/Alan) All in favor.

Next Meeting February 17, 2016