**CHELSEA/BUSHEL BASKET FARMERS MARKET ADVISORY COMMITTEE**

**Responsibilities**

1. Final say in any expense over $500.
2. Participate in decisions regarding vendor makeup:
   1. Review new applicants;
   2. Set parameters for percentage of product type in relation to overall market makeup (e.g. number of produce vs baked goods vs meat vs flowers vs artisan vs specialty products);
3. Vote on major logistical decisions like time and place. The market will first conduct a vote involving ALL vendors and take this heavily into account. However, the committee will have final say in times and location of both markets.
4. Give input on yearly plan for outreach and advertising. Approve final plan.
5. Give input on yearly plan for events and activities. Approve final plan.
6. Respond to complaints that can't be handled by the market manager.
7. Conduct an annual review of the market's Rules and Regulations and vote on any changes.
8. Provide guidance to the market manager during the market season.

**Eligibility requirements**

1. Must have been a regular vendor for at least one season or
2. Must have been a community partner for at least one season with a strong relationship with the market. All new community partners may be considered by the committee before being admitted.

**Decision making**

1. Any new decision must pass by more than 50% of the vote involving ALL committee members (whether present during the meeting or not).
2. Voting may be conducted during the meeting or over email, or a combination of both.

**Meetings**

1. Meetings will be held monthly during the off season, November – April