

ST. CHARLES FARMERS' MARKET ASSOCIATION  
BYLAWS  
CREATED MARCH 11<sup>TH</sup> 2013

ARTICLE 1: NAME

The name of the association is St. Charles Farmers' Market Association.

ARTICLE 2: MISSION AND GUIDING PRINCIPLES

The mission of the St. Charles Farmers' Market is to bring together local growers and artisans, facilitate entrepreneurship skills, and support local farmers and businesses, while enriching the cultural heritage and community life of the St. Charles area.

The Guiding Principles of the St. Charles Farmers' Market are as follows.

- To support sustainable agriculture, the family farm, and consumption of locally produced food and artisan products
- To provide St. Charles area residents and visitors access to a wide variety of local food and farm products
- To strengthen relationships between family farms and the community of St. Charles
- To develop the local economy by promoting the growth of direct marketing
- To provide a structure for communication between farmers, growers, and consumers
- To provide a limited marketplace for crafts and other non-edible artisan products which are made by vendors and may be substantially derived from agricultural products
- To encourage the public to visit, shop, and dine in St. Charles
- To promote St. Charles as a destination for availability of fresh, local food
- To support local area business and entrepreneurial ventures

ARTICLE 3: FARMERS' MARKET BOARD AND RESPONSIBILITIES

The operations and governance of the Farmers' Market will be the responsibility of a volunteer board. The board will consist of a mix of vendors and community volunteers. The board will be appointed by the members at the closing market meeting in October for a one year term. There is no limit on succeeding terms. The board may meet at times and places determined by the board.

The responsibilities of the Farmers' Market Board are as follows.

1. Financial operations- The Winona County staff will collect dues and keep record of income and expenses.
2. Vendor applications- The board will accept and process vendor applications and will devise the necessary application forms.
3. Vendor compliance- The Farmers' Market Board is not responsible for enforcing the state, local, or federal regulations which are the responsibility of the respective governments to enforce. The Board will however aide vendors to be compliant. The Board will also work to maintain the integrity of the market and enforce the agreed upon St. Charles Farmers' Market rules.
4. Managing the Market- Each week a member of the board or appointed volunteer will monitor the operations of the market, including public safety, vendor compliance, manage volunteers, and report any conflicts to the Farmers' Market Board.

5. Records- The Farmers' Market Board will maintain records such as a list of currently qualified vendors, meeting notices, correspondence, market rules, vendor applications, tax forms, copies of certifications and licensures, and any other important written records of the Farmers' Market. Access to these records will be governed by the provisions of the Minnesota Data Practices Act.
6. Work with partners and businesses- The Farmers' Market Board will work with the City of St. Charles, local businesses, and community groups to build relationships and support for the market.

#### ARTICLE 4: MEMBERSHIP

Admission- Any person, partnership, or business may become a member of the St. Charles Farmers' Market Association by meeting the uniform membership requirements stipulated below. To be a member of the St. Charles Farmers' Market Association, the applicant must:

- a) Obtain approval from the St. Charles Farmers' Market Board by submitting an application and being approved
- b) Pay a membership fee to be set by the St. Charles Farmers' Market Board
- c) Be a producer of agricultural, horticultural, or animal husbandry products; or be an artisan creating product for the intent of sale
- d) Agree to comply with these bylaws and Market Rules

#### ARTICLE 5: IDEMNIFICATION

The Association shall, to the fullest extent permitted or required by state law, indemnify each board member and employee arising out of or in connection with any proceeding or scope of their duties of the St. Charles Farmers' Market. Each year, insurance will be purchased for the market through the Minnesota Farmers' Market Association.

All vendors participating in the St. Charles Farmers' Market shall be individually and severally liable to the St. Charles Farmers' Market Association and Board members, Winona County, and/or City of St. Charles for any loss, personal injury, deaths, and/or any other damage that may occur as a result of the vendor's actions or sales, and all vendors hereby agree to indemnify and save the St. Charles Farmers Market Association and Board members, Winona County, and the City of St. Charles harmless from any loss, cost, damages, and other expenses, including attorneys' fees, suffered or incurred by the St. Charles Farmers' Market Association and Board members, Winona County, and/or City of St. Charles by reasons of the vendor' actions or sales, or that of its interns, agents, assignees', and/or employees.

#### ARTICLE 6: GRIEVANCE PROCESS

In the event someone wishes to file a complaint, the complaint shall be in written form provided to the Farmers' Market Board who will investigate and review the complaint. The Board will take appropriate action, which may include, education, a letter of warning, abatement ordered, suspension, or the loss of selling privileges. No action may be required if the complaint is found to be invalid.

#### ARTICLE 7: AMMENDMENTS

The changing of bylaws requires a vote of at least 2/3 of members present at the annual meeting or special meeting called for such purpose.

#### ARTICLE 8: MARKET RULES

Information on issues not noted in the bylaws can be found in the St. Charles Famers' Market Rules.

#### ARTICLE 9: FISCAL AGENT

Winona County will be the fiscal agent of the St. Charles Farmers' Market.