



Blue Hill Farmers' Market Rules, revised February 2016

Membership

- Membership fees of \$40 are due with renewal applications.
- Weekly fees are \$10. Vendors can pay \$100 for the season if done by July 30th.
- Weekly payments must be delivered to market manager's booth.
- While the market is at the Congo Church, the required weekly fee of \$10 is donated to the church, and is in addition to the \$100 seasonal fee.
- A current copy of your liability insurance is required.

Product

- Members must sell only what they make or grow themselves.
- Seasonal fruit vendors will be considered on a provisional basis.
- The term "organic" may not be used without providing a MOFGA issued certificate.
- Producers and processors are required by law to obtain proper licenses.
- Crafts must be handmade of original design and use natural or traditional materials, no pre-made components.

Attendance

- Set up by 8:45 am. All vendor vehicles must be parked by 9 am, and may not drive in after the market opens. No early dismissal.
- Members selling fresh produce must be in regular attendance by the last Saturday in June, excepting seasonal fruit vendors.
- Members who have scheduled absences should inform a Steering Committee member in advance. Only four (4) absences will be allowed.
- Subletting of booth space is allowed for the four (4) absences after approval by the Steering Committee. Subletter is required to pay the weekly fee, unless pre-paid by the absent vendor.
- Members attending less than ten (10) market days will be considered a new applicant the following year, and may lose their assigned booth space.

Market Grounds

- Outdoor booth size is 10'x10', and indoor booth size is determined by the Steering Committee as space permits. Vendors using more than one booth space will pay weekly fees for each booth space.
- Returning vendors in good standing are assigned their same booth location.
- Indoor booth spaces are filled according to market seniority.
- All vendors must have a professional, clean, attractive booth.
- All vendors must display a business sign.
- All vendors must clean their booth space after each market, sweep inside the building and throw out the trash, and assist with storing picnic tables and signage.
- No music will be played by vendors during the open market hours of 9-11:30am.

Blue Hill Farmers' Market Bylaws, revised February 2016

Article 1: Name and Purpose

The name of this organization is the Blue Hill Farmers' Market. Its purpose is to support production and direct marketing of local farm and business products.

Article 2: Membership

- Membership is open to all Maine residents who qualify under the Market Rules and is determined through a formal market application.
- New members are accepted on a trial basis until the Annual Meeting, and do not have voting rights until after the trial period is complete.
- Craft vendors shall not exceed forty percent (40%) of total market membership.
- Annual membership begins March 1st and runs through February 28th.
- Members are required to pay annual membership fees, weekly fees, and to provide a current copy of market liability insurance.
- Vendor booth location and size are determined by the Steering Committee, as outlined in the Market Rules.
- Two business may share a single booth space if approved by the Steering Committee upon application. If approved, each business pays a membership fee, but can share the weekly fee.
- The Steering Committee can allow the participation of guest vendors, who are not paying members, on a provisional basis. Guest vendors pay weekly fees only, and do not have any membership rights or benefits.
- Local civic groups are allowed to participate as non-members as space permits and with approval of Steering Committee, and do not pay any market fees.

Article 3: Meetings of the Members

Section 1 Annual Meeting

The Annual Meeting shall be held in the fall at a location determined by the Steering Committee, usually the market grounds, with the purpose of electing Steering Committee members.

Section 2 Special Meetings

Special Meetings of the Members can be called at any time by the Steering Committee, or by written/email consent of a majority of the members in good standing. At Special Meetings no business shall be transacted that was not specified in the notice for the meeting.

Section 3 Voting and Quorum

Each membership is entitled to one vote, but all persons contained within one membership may participate in discussion at meetings. A quorum shall be one-third($\frac{1}{3}$) current members. Voting shall be decided by majority vote of members in attendance. Changes to the bylaws requires a two-thirds($\frac{2}{3}$) vote of all members in in good standing. Phone an email votes can be taken from members not in attendance within forty-eight (48) hours.

Section 4 Notice

Notice of Annual Meetings and Special Meetings shall be given in a manner that allows members a reasonable opportunity to attend, and informs members what business will be transacted at the meeting.

Article 4: Steering Committee

Section 1 General Powers

The activities of the Blue Hill Farmers' Market shall be governed by a Steering Committee, consisting of a minimum of five (5) members in good standing, three (3) of whom must be farmers unless unable to fill these positions. Only one person from a membership can serve at any given time. The Officers of the Steering Committee shall be the Chairperson, Treasurer and Secretary. The Steering Committee shall review Bylaws and Market Rules annually.

The Steering Committee has the power to:

- uphold Bylaws and Market Rules
- conduct market business
- appoint member to write checks, excepting the Treasurer
- review and accept applicants
- determine what category an applicant falls under (farm, food, craft)
- investigate questionable market practices
- correct or terminate membership
- hire and supervise paid Office Manager
- make a temporary exception to any rule, until issue can be discussed at a meeting of the members
- refund membership fees for extenuating circumstances

Section 2 Election, Vacancies, Removal

The Steering Committee shall be elected at the Annual Meeting of the members. Members of the Steering Committee shall serve for one year. In the event of a vacancy that occurs during the market year, members may elect a successor to serve until the next Annual Meeting. A member of the Steering Committee can be removed at a Special Meeting called for that purpose, by a two-thirds($\frac{2}{3}$) majority vote of members in good standing.

Article 5: Violation of Bylaws or Market Rules

Upon receiving a written complaint, the Steering Committee shall give notice to the member in question. The member in question must address the issue prior to the next market. Failure to correct the violation may result the termination of the membership by vote of the Steering Committee. A terminated member is allowed two (2) weeks to petition the Membership for a review of the decision, and may be reinstated by two-thirds($\frac{2}{3}$) majority of members in good standing.

Article 6: Amendments to Bylaws

The articles outlined herein may be amended in whole or in part by a two-thirds($\frac{2}{3}$) majority vote of members in good standing.

Article 7: Dissolution

In the event of dissolution of the Blue Hill Farmers' Market, all remaining funds in the market's bank account shall be distributed evenly among its current members, after satisfying all debts and legal obligations of the market.