

BY-LAWS OF THE RUSK COUNTY FARMERS MARKET

ARTICLE I: ORGANIZATION

The name of the organization shall be the Rusk County Farmers Market.

The fiscal year shall be the calendar year.

ARTICLE II: PURPOSE

The Farmer's Market provides local farmers with a place to sell products directly to customers. The Market also provides access of local residents and visitors to healthy, fresh food, while providing the community a place to come together to celebrate food and our local arts and culture.

ARTICLE III: MEETINGS

The annual meeting shall be in March. The Board of Directors shall select the day.

Nominations and elections of Board of Director positions are to take place at the annual meeting. On even numbered years one position will be elected and on odd numbered years two positions will be elected.

The Secretary shall cause to be mailed and/or emailed, to every member in good standing at his address as it appears in the membership roster of this organization, a notice telling the time and place of the annual meeting.

Regular meetings of this organization shall be held at a time/location decided upon by the Board of Directors.

The members present at a formally called meeting of this organization, as outlined in these by-laws, shall constitute a quorum.

The president may call special meetings of this organization when he deems it necessary for the best interest of the organization. Notices of such meetings shall be mailed and/or emailed to all members at least ten days before the scheduled date set for the special meeting. Such notice shall state the reasons that the meeting has been called, the business to be transacted, and who called it.

At the request of five of the members of the Board of Directors or a majority (51%) percent of the members, full and associate, of the organization, the president shall cause a special meeting to be called but such request must be made in writing at least ten days before the requested scheduled date.

No other business but that specified in the notice may be transacted at such special meeting without the unanimous consent of all present at such meeting.

ARTICLE IV: MEMBERSHIP

There will be two types of members of this organization, Full Members and Associate Members.

Full membership in this organization requires the party to be in good standing with regards to market rules, to have market fees paid and to have attended at least 40% of the markets within the previous two years.

Associate members in this organization are parties that are in good standing with regards to market rules, have paid all market fees and have attended less than 40% of the markets and at least four markets in the previous two years.

ARTICLE V: VOTING

Members that can vote for Board of Director positions are Full Members or Associate members that are in good standing with regards to the organization. One vote is allowed per farm operation. Voting for Board of Director positions will take place at the Annual Meeting. Appointed Community Board Members are not eligible to vote at general meetings. Proxy votes are not allowed.

ARTICLE VI: BOARD OF DIRECTORS

A Board of Directors consisting of nine members shall manage the business of this organization.

Three members of the board are to be the Rusk County Farmers Market Manager, the Rusk County Agriculture Agent, and a member of the City of Ladysmith City Council, or a City Council designee. These positions are to be permanent board positions regardless of the individual that fills this position.

Three of the members will be Full Membership Market Vendors. These members will be elected. No more than one member from an individual farm operation may serve on the board at a time. These positions and the market manager will be compensated at a rate of \$20 per meeting, not to exceed \$80 in one calendar year.

If the market manager is no longer selling at the market as a vendor then the number of Full Membership Market Vendors will increase to four and the market manager position will be a non-voting board member and have an advisory role.

The remaining three Board of Directors will be members of the community who have an interest in the Farmers Market. These members will be appointed/ invited by the board.

The Agriculture Agent and the City Council member will be non-voting members and have advisory roles.

All other members will have one vote at board meetings and such voting may not be done by proxy. A proxy may be sent to the meeting in place of a board member but this proxy may not vote.

Directors shall, at the first board meeting following the annual meeting, appoint community members and elect officers of the organization.

The Board of Directors shall have the control and management of the affairs and business of this organization. Such Board of Directors shall only act in the name of the organization when it shall be regularly convened by its chairman after due notice to all the directors of such meeting.

A simple majority of the members of the Board of Directors shall constitute a quorum and the meetings of the Board of Directors shall be held regularly.

Vacancies in the Board of Directors shall be filled by a vote of the majority of the remaining members of the Board of Directors for the balance of the term of office.

A director may be removed when sufficient cause exists for such removal. The Board of Directors may entertain charges against any director. A director may be represented by counsel upon any removal hearing. The Board of Directors shall adopt such rules for this hearing, as it may in its discretion consider necessary for the best interests of the organization.

ARTICLE VII: TERMS OF OFFICE

The Market Manager shall be elected every two years. This election shall take place on even numbered years. There is no limit to the number of consecutive terms for this position.

Market member directors shall serve a term of three years. Directors shall be elected to staggered terms so that each year one directors is elected. Directors shall serve no more than two consecutive terms.

Community members serving on the board will be appointed/asked to participate for a term of one year at the annual meeting. There is no limit to the number of years that a community member may serve on the board.

ARTICLE VIII: OFFICERS

The officers of the organization shall be President, Vice President, Secretary and Treasurer and the Board of Directors shall elect them from their number. The offices of Secretary and Treasurer may be combined. All board members are eligible to serve as officers.

The President shall preside at all membership meetings. He shall by virtue of his office be Chairman of the Board of Directors. He shall present at each meeting of the organization an annual report of the work of the organization. He shall appoint all committees. He shall see all books, reports and certificates required by law are properly kept or filed. He shall have such powers as may be reasonably construed as belonging to the chief executive of any organization.

The Vice President shall in the event of the absence or inability of the President to exercise his office become acting President of the organization with all the rights, privileges and powers as if he had been the duly elected president.

The Secretary shall keep the minutes and records of the organization. It shall be his duty to file any certificates required by any statute, federal or state. He shall give and serve all notices to members of this organization. He shall be the official custodian of the records. He shall attend to all correspondence of the organization and shall exercise all duties incident to the office of Secretary.

The Treasurer shall have the care and custody of all monies belonging to the organization and shall be solely responsible for such monies or securities of the organization. He shall render at stated periods, as the Board of Directors shall determine, a written account of the finances of the organization, and such report shall be physically affixed to the minutes of the Board of Directors of such meeting. He shall exercise all duties incident to the office of Treasurer.

ARTICLE IX: COMMITTEES

The Board of Directors shall appoint all committees of this organization and their term shall be for a period of one year or less if terminated sooner by the action of the Board of Directors.

ARTICLE X: CONFLICT OF INTEREST POLICY

The Board members shall receive no compensation for their services as Board members other than what has been stipulated in ARTICLE VI for market vendor and market manager positions. It is allowable that board members may be reimbursed for expenses incurred while carrying out their duties. The details of any such expenses must be approved prior to reimbursement.

ARTICLE XI: AMENDMENTS

These By-laws may be altered, amended, repealed or added to by an affirmative vote of a simple majority of the members present at a meeting where announcement of the change was sent with the official notice of the meeting.

ADOPTED ON: 03.31.11

Rusk County Farmers Market Producer Contract

2010 vendor rules

The market is located on the corner of Highway 8 and West Fourth Street North in downtown Ladysmith. The market officially opens June 12 and closes the last market day in October. Early season sales are permitted. Market hours are Saturdays 8:30am till noon, Wednesdays noon till 5 PM.

The undersigned agrees:

- 1) To sell only what I, or a direct member of my family, have produced. I am not reselling products that someone else has grown or produced. I also agree to provide written directions to all locations where I am growing produce or producing my product, and **a list of the products I am growing or producing on the back of this contract**, and to make the property available for inspection. The market manager will make exceptions to this rule on a case by case basis.
- 2) To sell within the market days and hours; Wednesdays noon till 5pm, Saturdays 8:30am till noon. No producers vehicles are allowed on the market grounds until one hour before the market opens. Prearranged sales are to take place during market hours, or at another location. You must be at the market 15 minutes before opening in order to claim your assigned spot. If you miss 3 or more markets your spot can be forfeited. **Producers arriving after the market has opened may be asked to park in the open area to the south instead of their usual spot.**
- 3) To follow the State of Wisconsin food safety rules, and to display all required licenses at the market.
- 4) To conduct myself in a professional and courteous manner towards my fellow producers and towards customers.
- 5) To pay selling fees in a prompt manner, \$10.00 per market or \$90.00 per season.
- 6) Producers selling crafts must be a member of Rusk Area Arts Association (RAAA). Producers already selling at the market may sell crafts made by them as long as the crafts remain a small percentage of the overall product being offered (suggested 70% produce, 30% craft ratio). Exceptions can be made at the beginning and end of the season *by the market manager.*

Failure to follow these rules will result in a verbal warning from the market manager. A second violation of these rules can result in the market manager asking the seller to leave the market that day. A third violation can result in the market manager asking the seller to not sell for the next two markets. Further violations can result in the seller being asked to not sell any more that season at the discretion of the market manager.

Signed _____ Date _____

Address _____

Return this completed form to:

UWEX-Rusk County Courthouse
311 East Miner Ave- Suite S140
Ladysmith, WI 54848-1895 or return to the market manager at the market.

Only producers that sell at most markets will be assigned a spot. You will not be assigned a spot to sell at the market until you turn in the following: **1) Vendor contract, 2) List of products you are growing or producing, 3) Location of operation, with directions, 4) Payment.**