

Village of Richmond
Adhoc Long Term Planning Committee Meeting Minutes for July 15, 2014

Meeting was called to order at 7:00pm by Scott Drabant

Members Present:

Ciro Cetrangolo, Ann Cunningham, Scott Drabant, Craig Kunz, Peter Koenig, Gary Tiritilli, Debbie Tiritilli, Ram Wardanian. Other attendees: Travis and Rachael Rische

Approval of Minutes

Motion to approve the meeting minutes for July 1, 2014 as amended was made by Craig Kunz, seconded by Ram Wardanian. All in favor, motion passed.

Scott Drabant gave a summary of the last meeting. We have been sideline by the need for events to revitalize the community and build community involvement.

The meeting focused on the Farmers Market event. A lengthily discussion followed. This is a summary of the discussion points and highlights of information that was shared by the vendors and comments of the committee:

- Ram and Craig visited Woodstock's Farmers Market. Obtained names and information from a variety of vendors. Woodstock's Farmers Market is year round. They have an excellent website. It was suggested that the committee check it out.
- Scott visited Villa Park's Farmers Market. Obtained names and information from vendors. There they also had a variety of vendors: doggie treats, woodworking, bakery goods, olive oil, fruit from Michigan.
- Von Bergen's was contacted. They are interested and shared some excellent information regarding what to lookout for in starting up a Farmers Market.
- Parking is an issue. Need to make sure location has easy access to parking. Signs indicating where available parking is will need to be done. Parking needs to be well marked.
- Advisable to have Farmers Market in conjunction with other events. Suggestion was made to have music at the Gazebo – contact Cathy Lee from Off Broadway Coffee for musicians.
- Consider having someone manage/coordinate the Farmers Market. Ram to contact the manager of the Woodstock Farmers Market to obtain information as to how they handle all the aspects of their Farmers Market.
- Use of advertising is key: state vendors and what products they are selling.
- Advertise on Facebook, Craig's List, Newspaper under "What's Happening", Village website.
- Involve the local business - request that they are open on Farmers Market Day. Suggestion of a flyer for the local businesses to post in their store fronts letting customers know when and where the Farmers Market will be held.
- Invite local Richmond businesses to participate at the Farmers Market first.
- A suggestion of 10 – 20 vendors to start with this year and expand next year if successful. Not too big, not too small. Want the vendors to come back every week. Ram, Ciro and Scott to finalize a list of vendors.
- Have the event the same day and time every week. Any day can be chosen, it does not have to be a Saturday or Sunday. It was suggested that it be on Saturday to maximize on the availability of residence and traffic on Rt. 12. A suggested target start date of August 16th from 9am – 1pm was made. No determination on an end date was made. At the next meeting this will be firmed up.
- The vendors supply their own tables and tents. They need a space big enough to accommodate their vehicle, tent and tables; a 20' x 20' space per vendor seems appropriate. It was suggested that the vendors pay a small fee. They do this in Woodstock. Ram to find out how this actually works.
- Discussed the location: the east side of Broadway by Steven's Park may be too small considering the number of vendors that may be involved. The west side of Broadway will offer more space but access to

the parking lot needs to be worked out protecting people from vehicles. The Police can close off the street(s) and provide traffic control assistance. If we have a large number of vendors we may need to use both sides of Broadway.

- Signage was discussed. It was suggested small signs be printed simply saying Farmers Market Today. With no day or time stated they can be used in the future no matter what day or time is chosen. Post the signs along the roadway leading into the Village. The use of the sign at the corner of Rt12 and Rt31 by Travis Rische was offered for advertisement. Request the use of the signs at the Fire Station, Memorial Hall, High School and Middle School.
- Sponsorship was suggested to defray costs of advertising and any other expenses.
- Need to find volunteers to help with the event.

Committee was advised by Pete Koenig that CMAP was having an open house Thursday, July 17th from 3 – 6pm at the McHenry County Administration Building in Woodstock regarding the 2014 Chicago Metropolitan Agency for Planning Plan Update. He invited the committee to attend.

The next meeting will be July 24th at 7pm in the Village Hall.

Meeting was adjourned at 8:35pm

Minutes by Debbie Tiritilli