

## **Minutes of the TAFM Board of Directors Meeting March 20, 2017 Via Zoom**

The Meeting was called to order shortly after 1 pm CDST.

Attendees: Joni Roberts, Steve Brehm, Barbara Garrow, Amy Tavalin, Charlotte Tolley, Tasha Kennard, Hal Pepper, Kasi Haire, Steve Guttery, Greer Gill, and Frank Trew.

The meeting followed the agenda that Frank has prepared and emailed to the Board prior to the meeting.

Welcome: Frank stated that he appreciated all of us serving on the board and our commitment.

Finance Report: Barbara highlighted our accounts receivable, accounts payable and statement of financial condition that were prepared and sent to the Board on March 4. Hal noted that there was a second invoice not already listed on our accounts payable for an additional \$500 for the Sponsorship of the Chattanooga and Jackson Farmers Market Manager Workshops. Barbara stated she would get in entered. Amy noted that we will be getting about \$2,000 from the conference for payment for the conference banquet and tours. We incurred no speaker fees. After discussion, it was determined that those nine persons that attended tours if they would like to apply their already paid \$50 for the tours toward their membership for 2017 if they have not paid for this year already. If they have, those nine would be credited \$50 toward next year's conference. Amy will provide the names of those nine.

Committee Establishment: Frank proposed that we form subcommittees. The following lists those committees and who volunteered to serve on each.

- Budget and Finance – Frank and Barbara
- Conference Committee – Tasha, Amy, Kasi, and Steve B.
- Membership Committee – Kasi, Charlotte, Steve G., and Joni
- Education and Programming Committee – Joni, Greer, Kasi, Hal, and Tasha

The charge to each committee is elect a chair and to determine its mission and laying out a plan to accomplish it. Committee members are to talk with each and put together a mission and planning statement prior to our next Board meeting – the second Monday of April.

Charlotte was going to talk to Ellie as she was interested in serving on either of or both the Conference or Education and Programming committees.

### Other:

- Barbara will send these minutes and the February minutes so they can be put on our website. She will also send to the Board members. Barbara will develop a membership renewal letter and email it to those that have been members but did not renew through the conference.
- Frank will figure out why he is having trouble renewing our description to QuickBooks, pay the existing bills, and send in our Annual Report to the Secretary of State.