

Bucksport Bay Farmers' Market
Bylaws
Revised February 27, 2018

I. ORGANIZATION

- (a) The organization is known as the Bucksport Bay Farmers' Market.
- (b) The fiscal year shall be January 1 - December 31.
- (c) These bylaws shall be reviewed and reaffirmed at the first winter planning meeting of each season. The bylaws may be amended by a two-thirds affirmative vote of the membership at this meeting, or any special meeting called for that purpose, provided copies of the proposed amendment or amendments have been distributed to each member with the notice of such meeting.

II. LOCATION AND TIME

- (a) The Bucksport Farmers' Market is located at the Bucksport Post Office parking lot. Access is via Main St.
- (b) The market is open every Thursday from 2:00 pm to 5:00 pm, from early May through October.
- (c) Dates, times, and locations may vary slightly from year to year as decided by the membership.
- (d) The market may continue indoors in the late fall/winter season, space permitting and by vote of the membership annually. These bylaws shall also apply to the indoor market.

III. ATTENDANCE

- (a) Members are expected to attend all scheduled market days in those markets where he/she is a vending member. If unable to be present, they are expected to notify the Market Manager prior to the start of that market.
- (b) Members are expected to stay until close of market on each market day unless they are "sold out." Members will ensure that their space and adjoining public spaces are clean and tidy before they leave for the day.
- (c) Members are expected to arrive at least 15 minutes prior to opening, with sufficient time to set up before opening.
- (d) Members are expected to participate in all market activities, including accepting and fulfilling at least one job assignment related to the ongoing maintenance of the market.

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(e) The market shall be comprised of members who are voted in and hold responsibilities for the governance of the market. Additionally, the market will allow for part-time vendors offering seasonal products and other occasional products.

IV. MEMBERSHIP

(a) Application for membership is open to all Maine residents, i.e.: farmers; local meat, poultry, and dairy producers; local fishermen; producers of value-added items such as baked goods and preserves; craftspeople, etc.

(b) New applications will be reviewed during the (Feb/Mar) business meeting.

(c) Applications submitted by prospective members will be voted upon when there is sufficient space to allow an additional vendor. If there is no space available, a waiting list will be maintained by the Secretary.

(d) All continuing members will complete applications annually, noting any changes to their product or additions of new product lines.

(e) New members are provisional until completion of their first market season and approval of the majority of members at the first pre-season business meeting. Provisional members have no voting rights. All 2017 members have full voting rights.

(f) One vote per member is allowed; regardless of the number of stalls that member operates. A member is defined as the farm or business.

(g) Simple majority votes carry the motion.

(h) All eligible vendors will accept S.N.A.P.

(i) A vendor may resign at any time in writing to the Market Manager. Resignation does not relieve that vendor of any obligations to pay previously accrued dues, assessments or other charges. Annual dues will not be prorated or refunded. Vendors who resign from the market will need to reapply to future market seasons. Vendors who are absent from 3 consecutive markets without notifying the current market manager will be considered resigned from market and will need to reapply to participate in future market seasons. Vendors who resign from market lose their vote on the steering committee.

V. DUES

Annual dues for fulltime membership are payable as follows:

(a) Dues must be paid in full by first market of the season. Dues may be submitted by mail or in person according to the preference of the sitting Treasurer.

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- (b) Dues for membership will be \$40 or as determined by the membership annually.
- (c) Dues for seasonal/guest product vendors will be \$15 per market day or as determined by the membership annually.
- (d) Each vendor will pay an additional \$5 market fee per week. In the event that a vendor does not make any sales on any given market day, the fee will be waived. Seasonal/guest vendors are not subject to the market fee.
- (e) All dues are nonrefundable and cover from opening to closing of the market.
- (f) Fulltime members accepted during the course of the season will pay the full season's rate.
- (g) Members may also approve and pay a Marketing Manager outside of the Chamber of Commerce.

VI. STALLS

- (a) The number of available spaces will be determined annually by the membership.
- (b) All spaces will be of equal size, that being 12 feet across the front. In some instances, certain vendors, because of their space need, may - or will be required to - pay for two contiguous spaces by arrangement with the membership.
- (c) No more than 25% of vendors will be crafters.
- (d) Site assignment will be decided by the membership using either mutual agreement, seniority in retaining former spaces, and/or attempting to alternate product displays. A plan of the set-up will be kept by the Market Manager and will be available to all members.
- (e) Fulltime members have priority over seasonal/guest product vendors.
- (f) Disputes between members will be settled by membership majority decision.
- (g) Members are limited to one vehicle per space.
- (h) Members are expected to maintain a neat and tasteful display. Each member is required to clean up his/her space at the end of the market day.
- (i) Vendors may bring his/her dog to market, provided it is leashed and under control at all times. Members' children will be supervised at all times and are expected to remain near their parents' stall unless invited to spend time at another vendor's stall.

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VII. PRODUCTS

(a) All products, which include but are not limited to: vegetables, seedlings, herbs, preserves, fresh-cut and dried flowers, meats, poultry, seafood, dairy products, crafts, etc., sold at the Bucksport Bay Farmers' Market must be grown or made by the vendor with the following exception: Vendors may arrange to sell specific Maine-grown or Maine-made products with prior approval of the majority of the members as long as these products do not exceed 25% of the vendor's display or on-site availability of product. No live animals shall be sold at the market. When possible, vendors should submit their plans to sell "bought-in" products with their applications but must have approval at least one week in advance of offering those products. Vendor sales must adhere to the Maine State definition of a farmers' market.

(b) "Bought-in" goods may not compete against other member-produced goods of the same kind, unless otherwise agreed upon by the membership. Sources of bought-in products must be labeled and displayed.

(c) Vendors wishing to bring in new items must so state on their annual applications for review by the membership prior to the start of the season. Those wishing to introduce new products after the beginning of the season, must notify the market manager who will poll vendors to obtain membership approval during the market at least one week prior.

VIII. LIABILITY INSURANCE & APPLICABLE STATE LICENSES

All vendors of food or beverage products are required to carry product liability insurance, including seasonal vendors. Vendors that sell non-consumable products (e.g. crafts) are encouraged but not required to carry insurance. Those members that do carry insurance will provide proof to the Market Manager. The organization reserves the right to require insurance of any vendor or product if the majority finds it warranted.

IX. PRESENTATION

(a) Vendors should present themselves in an appropriate manner and dress. There will be no alcohol consumption, nor any smoking on the market premises by any member. There will be no unsportsmanlike conduct and no hawking of products.

(b) Vendors must display farm or business names and addresses in a prominent manner each market day.

(c) Vendors will provide some means of posting clear prices of all products offered for sale as well as ingredients labels as necessary.

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XI. NONCOMPLIANCE

When two or more vendors on any market day believe that the selling practices of another vendor are detrimental to the market, they may call a special meeting of the membership. A majority of those present at that special meeting may require that the detrimental practices be changed to conform to membership standards. Failure to do so may be cause for immediate dismissal if so voted by a two-thirds majority of all market members.