

DATE: Tuesday February 8th, 2022  
RE: ASFM Finance & Risk sub-committee ACTIONS/NOTES

---

Present: Christine, Mem, Sabine & Lynne

Apologies: Michelle

ACTION ITEMS

Who	What	When
Christine	Committee discussed rebating a weekly amount to stallholders to assist them and as a gesture of goodwill whilst Omicron is causing stallholders to either downtrade or need weeks off through close contact rules. Suggestion is \$15 per week per stallholder until the end of June 2022. Christine to submit paper to full committee.	Paper to Full Committee 16/2/22. Implement immediately.
Christine & Committee	Exercise required to identify cash reserves required for market to remain viable if there was a closure of Market (e.g. through pandemic) for six months. Scenarios to be worked through.	Committee workshop in 6 weeks. Outcome to May 2022 Committee Meeting.
Christine & Committee	Modelling of a revised stallholder fee structure to worked through before budget complete.	May 2022 Committee Meeting.
Christine	During Covid update Christine advised one paid Covid Marshall could be exited. Remaining Marshall to work inside. Increased focus on monitoring lines both inside and outside at stalls, ensuring social distancing is encouraged.	End of February 2022
Christine	Operational Risk that forklift driver could damage a stallholders fridge. Add to risk register and identify mitigation actions.	End of February 2022
Christine	Bike Rack. Subcommittee in favour of bike racks being made and \$3800 being pre-approved. Three quotes to be provided to Committee.	Christine to present to Committee meeting 16/2/2022

Next Meeting: February 22, 2022 – 5pm via Zoom.