

**ADELAIDE SHOWGROUND FARMERS ' MARKET
 COMMITTEE MEETING – 5.00pm, Wednesday, 16 February 2022
 Meeting held via Zoom and at the Heavy Horse Memorial Building**

Members present		
Lynne Dickson	Albert Conterno	Mem Ericson
Gay Wallace (via Zoom)	Sabine De Vuono	Bob Heath (via Zoom)
Diana Williams (via Zoom)		
Also attended		
AFO, Carol McGrane	EO, Christine Robertson	

1. Welcome and Apologies

Chair, ME, opened the meeting at 5.57pm. Apology from MH

2. Committee protocols

It was resolved that the committee adopt the Committee Protocols and abide by them. Moved by GW and seconded by LD. Accepted.

3. New Conflict of Interest (COI)

A discussion arose around the issue of pecuniary interest in relation to COI. BH declared a potential COI with reference in particular to the casual stallholder vacancy and his business relationships with both candidates. ME, AC and SDV also stated potential conflicts of this nature with stallholders at the market. All stallholder committee members agreed to provide details of similar business relationships with market stallholders for the COI register.

It was agreed that, with reference to the stallholder vacancy appointment, where a business relationship existed, participation in the discussion could occur but voting could not.

Confidentiality of the discussion was stressed to protect stallholder business relationships.

4. Minutes of Previous Meeting

Minutes of the January meeting were moved by LD and seconded by AC. Accepted.

5. Action Items

- Conflict of Interest register discussed. See also Agenda Item 3.
- Counting of customers – EO in discussion with RAHS re building frames for entrance ways.
- Strategic Planning day - EO to approach former Chair Alex Palin to facilitate. If AP is unavailable EO will circulate other facilitator options via email.

6. Committee Calendar 2022

Clarity sought around the process for legal specialist review in March 2022.

7. ASFM Business Report

EO spoke briefly about a plan for stalls in the centre of the pavilion, proposal to committee to follow.

A discussion arose around the creation of an Outcome Register, outlining reasons for decisions for accepting or rejecting stallholder Expressions of Interest.

BH leaves at 6.41pm

8. Correspondence

8.1 David Lyons

8.2 Trish Simpson

See AOB

9. Finance/Risk Report

The treasurer spoke about income being ahead of budget by 30k and ahead of last year. Report accepted.

10. Sub Committee Meeting Reports

10.1. HR Committee - No meeting

10.2. Risk and Finance Committee – Action Items Attached

Items discussed: -

- Change to one roving Covid Marshal working well.
- Risk and Finance Subcommittee to meet with Risk Matrix under discussion
- Rebate to stallholders discussed given challenging months for many since border opened in late November.
- A discount on stall fees from March to end of June with a full review of stall fees including catering to occur at budget time.
- Moveable bike racks
- Exercise to be carried out to establish cash reserves required to keep the market alive, not simply solvent, should disaster strike.

It was resolved that a discount of \$15 per site for inside and outside stallholders be given from March to end of June. Moved by LD and seconded by DW. Passed.

It was resolved to purchase moveable bike racks for use at the market up to \$3,800. Moved by AC and seconded by SDV.

10.3. Market Mix Committee – No Meeting

11. Red Flags & Risk Register

EO spoke to her investigation of options to make the eastern end of the pavilion cooler through installation of awnings. In discussion with RAHS.

DW leaves 7.01pm

12. AOB

12.1 Independent Chair appointment

Discussed in camera

12.2 Stallholder discount

Discussed at Agenda item 10.2

12.3 Bike Rack Proposal

Discussed at Agenda item 10.2

12.4 Policy update for Review – Responsible Packaging Policy

A discussion arose around the updates to the policy. EO clarified that the amendment to the policy was to specify the standards of compostable packaging required i.e. suitable for both home and commercial composting to the defined Australian Standards.

It was resolved to adopt the proposed changes to the Responsible Packaging Policy. Moved by SDV and seconded by GW. Passed.

12.5 Climate Action Statement – for discussion and action

A discussion ensued about the political element of the Climate Action Statement and its conflict with the market's aim to remain apolitical as stated in the Mission Statement.

It was resolved that the ASFM not be co-signatories on the Climate Action Statement. Moved by SDV and seconded by ME. Passed.

A discussion arose around the two applications for the casual vacancy. The legal expert, GW, reiterated the need to appoint the specialist committee position at the same time or just before the casual vacancy in order to remain constitutional.

ACTION: EO to respond to and inform the two applicants of the constitutional reason for committee decision delay.

13. Close

7.21pm

NEXT MEETING

16 March 2022