

Snohomish Farmers Market Association
Board of Directors' Duties-Contact Information

President-Nathanael Engen

Nathanael@BlackForestMushrooms.com
Black Forest Mushrooms

The President shall preside at all meetings of the Board of Directors, and shall have general supervision of the affairs of the nonprofit organization. The President shall chair and set board meeting agendas. The President ensures the Board acts consistently with board policies and procedures. The President is responsible for tracking organizational progress and evaluating the completion of established goals. Examples are; full assessment of organizational needs, reviewing financial statements and being involved with the community meetings and events.

Vice President-Courtney Evans

snohomish@boardandbrush.com
Board & Brush Creative Studio, Snohomish

The Vice President-During the absence or disability of the President, the Vice President, shall exercise all the functions of the President. The Vice President works with the President to ensure that meetings and other activities are running effectively and efficiently while giving all members the right to voice an opinion. The Vice President may also take on special duties, such as attending community meetings and events.

Secretary-Jennifer Kaylor

jenkaylor@frontier.com
Jenny Lynn Wool Creations

The Secretary shall record and distribute board meeting minutes to the board in a timely manner and shall then make sure they are approved by the board members. The Secretary shall be responsible for maintaining accurate records by organizing and safely securing all critical documents making sure these are readily accessible to other board members. The Secretary shall be responsible for the board's policies and procedures including any key governing and operating processes that the board has approved i.e. bylaws and rules and regulations. The Secretary is responsible for reviewing and updating documents as necessary. If complications arise, the board secretary should be prepared to call attention to the policies and procedures to ensure that the board remains ethical and compliant. The secretary shall make sure contact information is up-to-date. The secretary shall hold all members of the board accountable by ensuring they're fulfilling their duties.

Treasurer-Brigitte Taylor

Brigitte@charlotteandjamesco.com

Charlotte & James Co.

The Treasurer shall have the custody of all monies and securities of the Corporation and shall keep regular books of account. The Treasurer shall present reports to the Board of Directors on a monthly basis providing an account of all transactions undertaken as Treasurer and of the financial condition of the non-profit. The Treasurer is responsible for developing a budget, with input and approval from the Board. The budget shall be approved no later than 90 days prior to the start of each market season.

Members at Large:

Maygen Heatherington

maygenh.hdsa@gmail.com

Historic Downtown Snohomish Association, Executive Director

Jocelyn Doffner

auntymonstera@gmail.com

Aunty Monstera

Julia Alton

jjprince4@gmail.com

Snohomish Farmers Market, Employee

Erin Webster

erinsunshine1@gmail.com

Kla Ha Ya Days Festival, Vice President

Angela Maddux

angela.c.maddux@gmail.com

Flore' Plants

At Large Members are responsible for providing support to the board of directors and to act as an intermediary party between the Board and the rest of the membership. Members are responsible for attending board meetings and participating in the strategic planning and governance of the Corporation and for other duties that may be assigned or delegated to them.

Delegation. If any officer of the Corporation is absent or unable to act, the Board of Directors may, from time to time, delegate the powers or duties of such officer to any other officer or any other person it may select