

Board of Directors Duties For the Snohomish Farmers Market Association

President –Rachel Bolstad

Email - alpinecreations@gmail.com

Telephone- 425-418-8690

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 – Erik Newquist

Email- erik@aesirmeadery.com

Telephone – 360-965-5382

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 – Mari Ostermann

Email - mari.snohomishfarmersmarket@gamil.com

Telephone-760-694-1271

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 – Rhonda Watts

Email - spiritedambiance@gmail.com

Telephone - 206-612-8641

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.

The POP Club Coordinator shall plan and provide a fun opportunity for children to engage in the local food system by facilitating conversations directly with farmers, educational games and demonstrations, and exposure to new fruits and vegetables. The POP Club Coordinator may be compensated for their services in such amount and manner as the Board of Directors shall determine and shall serve at the will of the Board. The POP Club shall operate for a set duration of time of approximately eight weeks, as determined by the Board in the off-season.

At Large Members –

Marsha Gunderson – marshalady@comcast.net 425-308-6989

James Bernston-radiclerootsproduce@gmail.com 360-348-7444

Jonathan DeBoo-deboojonathan@gmail.com 206-468-4866

Joceyln Doffner - auntymonstera@gmail.com

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.