

Hampden Farmers' Market By-Laws
Adopted 16-Mar-2012
Revised 2019

Article 1 - Formal Title

This organization shall be known as the Hampden Farmers' Market Association.

Article 2 - Purpose

To improve the production and marketing of local farm and garden products in the Hampden and surrounding areas, and to stimulate public interest in the consumption of local farm and garden products thereby supporting, preserving, and improving the quality of rural life in this area.

Article 3 - Membership

Any home gardener, farmer or producer qualifying with Maine homegrown/produced products shall be eligible for membership in the organization by agreeing to abide by the established rules and by-laws of operation. Members will only be allowed to sell after paying membership fees.

Article 4 - Officers and Steering Committee

The officers shall consist of Chairperson, Secretary, Treasurer, Assistant Treasurer, and Market Manager.

*Steering Committee: These officers, together with two other elected members, shall constitute the Steering Committee. The officers shall serve for one year, or until qualified successors have been elected.

Duties of the officers and Steering Committee are as follows:

*Chairperson: The Chairperson shall preside at all meetings of the Association and the Steering Committee. She or he shall request the secretary to call regular or special meetings and attend to all duties expected of such an officer. The Chairperson shall also appoint committees, including advertising and promotion.

*Market Manager: The Market Manager shall attend to the duties of the Chairperson in his/her absence or inability to serve. She/he shall be in charge of advertising, publicity, and public relations, as well as enforcing collection of dues and adherence to market rules.

*Assistant Manager: The assistant manager shall assist the market manager with their tasks.

*Secretary: The Secretary shall keep record of all meetings and send out notices, whenever requested to do so by the Chairperson.

*Treasurer: The Treasurer shall keep a record of all dues and other money received from the market operation. She/he shall record any money paid out and report on the foregoing, whenever requested to do so. She/he shall deposit all monies received in a local bank account.

*Assistant Treasurer: The Assistant Treasurer shall share some of the work of the treasurer, and shall be able to sign checks.

*The Steering Committee: The Steering Committee shall meet on the call of the Chairperson, or in his/her absence, the call of the Market Manager. The Steering

Committee shall arrange for all meetings, and have general charge of the Association activities, including the power to authorize the treasurer to pay bills approved by the Steering Committee. The Steering Committee shall appoint new members to a vacancy on the Steering Committee between annual meetings. The Steering Committee may sponsor advertising by newspapers, radio, or television and request support from various municipalities for promoting the successful operation and expansion of the market. At the request of the Market Manager, the Steering Committee shall investigate any suspicion of questionable practices employed by any seller. If verified, the Steering Committee is authorized to immediately enforce corrective action. The Steering Committee may appoint committees as needed.

Article 5 - Meetings

A wrap up meeting shall be held in November where decisions will be made regarding the previous seasons provisional members. An Association meeting to nominate and elect members of the Steering committee shall be held at the annual meeting. The annual meeting shall occur in the first quarter of the calendar year. Members in good standing shall have the privilege of voting at all association meetings. Each farm membership may have one vote. Twenty percent of the membership shall constitute a quorum. When voting on new applicants, or by request on sensitive issues, votes will be by paper ballot. Members shall be notified of the meeting at least one week prior to the annual meeting.

Article 6 - Records

Every member shall have the right to examine, for any reasonable purpose, the books, records, roster of membership, and other appropriate records of the Association.

Article 7 - Dues and Liquidation

*Section 1. The annual dues shall be determined by the Steering Committee annually, payable to the Hampden Farmers' Market. The Steering Committee may also set a per day fee for market attendance. All dues shall be paid by the date appearing on the membership form.

*Section 2. Any member of the organization whose dues fall into arrears shall, after proper notification by the treasurer, be automatically dropped from membership in the organization unless immediate payment of such dues is made.

*Section 3. In the event of liquidation or dissolution, all remaining funds in the Association's treasury shall be distributed on a patronage basis to members and non-members alike (regardless of chronology of such patronage) on the basis of their respective patronage satisfying all debts and other obligations of the Association.

Article 8 - Amendments

The articles outlined may be amended by a two-thirds majority of members present at any regular or special meeting, providing that a notice of such revision or amendment was included in the call of the meeting, or else that the matter had been duly presented at a previous meeting.