

Metropolitan Government of Nashville  
and Davidson County

Freddie O’Connell, Mayor  
Darrell Lane, Executive Director



Nashville Farmers' Market  
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## Nashville Farmers’ Market Board Meeting Minutes April 16, 2024

The April meeting of the Farmers’ Market Board of Commissioners was held on April 16, 2024 at the Nashville Farmers’ Market Conference Room.

The attendees included the following:

Name	Organization	Name	Organization
William Radford	NFM Board Chair	Darrell Lane	NFM Executive Director
Dr. Brenda Butka	NFM Board Secretary	David Griffin	NFM Finance Manager
Scott Moskovitz	NFM Board Member	Heather Hoch	NFM Programs Manager
Alex Lorenz	NFM Board Member	Charles Kizer	NFM Facility Manager
Erica Haber	Metro Legal	Anna Fields	Bubble Love
Takeshi Kelson	Lustful Bath	Martha Lupai	A & M Marketplace
Ronald Cerdas	Succulent Vegan Tacos		

### **I. Opening Announcement - 9:33 a.m.**

### **II. Public Comments**

- a. Takeshi Kelson with Lustful Bath expressed interest in the open tenant space in the market house and looks forward to working through the process of applying for the space.
- b. Martha Lupai with A & M Marketplace discussed the following:
  - i. Tenant selection process for an open tenant space in the market house and is the product offering of current businesses taken into account so there is not too much competition of businesses selling the same items.
  - ii. She discussed the marketing of her business by the NFM and that she felt she had not received enough marketing support.
  - iii. She discussed the sporadic squirrel issue in the market house and that she feels it should be resolved with a damage claim that has been submitted to Metro Claims.
  - iv. The request to obtain a beer license to allow A & M to have an open beer permit. She states she has one, but the market will not allow her to open the beer in the store.

- v. The board followed up with questions about the beer permit and what type of permitting she has been approved for.
- vi. The board followed up about the squirrel issue and what has been done thus far to resolve. Martha states that nothing was done over several months. Market management confirmed to the board everything that the market has done to solve the issue over the last four months including the hiring of pest control and trapping service.

**III. Approval of March 2024 meeting minutes**

- a. Motion to Approve - Scott Moskovitz
- b. Second - Dr. Brenda Butka
- c. All in Favor - Aye
- d. Opposed - None

**IV. Executive Director's Report**

- a. A&M Market Damages Claim has been sent to the metro claims department for review. Tenant has been sent forms to complete and return to Metro.
  - i. Board Chair William Radford asks about a tenant's insurance policy and if Metro is named as an additional insured on the policy. Finance Manager David Griffin explained the required insurance that all tenants must provide and the follow up process on the policies.
  - ii. Board Chair William Radford asked what were the corrective actions that have been taken by the market to correct this problem. Executive Director Darrell Lane explained that the market hired an outside trapping company to identify and close all pest entry points.
  - iii. Board Chair William Radford asked Executive Director Darrell Lane to clarify what type of license A & M Marketplace currently has in place. Executive Director Darrell Lane explained why she received the current Off Sale Beer Permit that she currently has in place. The board recommends that market staff confirm with the beer board what type of beer permit this business is allowed to have and not base it on the market's opinion, but rather what is allowable under the law.
  - iv. Board Chair William Radford wants to clarify A & M Marketplace statement about the fact that if a business seeks outside agency assistance that the lease would not be renewed. Executive Director Darrell Lane explained to her and the board that he has requested that market management be given the opportunity to resolve any issue first prior to seeking outside agency assistance. Executive Director Darrell Lane denied stating that the lease would be held due to seeking outside agency assistance in this issue.
  - v. Board Chair William Radford wanted to ensure that all businesses receive balanced social media marketing and that it is reported to the Executive Director. Executive Director Darrell Lane explained who conducts the social media campaigns for the marketing. The board of commissioner's request that the Marketing Manager provide a report

(in the next two or three board meetings) of the marketing strategies and how marketing is conducted across all the businesses.

- b. Public Wi-fi - The NFM market house now has live public wi-fi free service to visitors.
- c. Metro Audit of the NFM - Recent vendor/tenant survey results were shared with management with an overall score of 3.7 out of 5.0. High scores were in sense of community and Management communication. Lowest scores were in Amenities such as parking and facilities maintenance (ie. restrooms, HVAC). A survey follow up is planned for the lowest scores with all businesses.
- d. Farm Sheds - structuring a Local Fridays now with vendors planned to run through the peak season. Primary focus is on building vendor capacity and selection balance especially in shed 1. Strawberry Jubilee is 5/11/24 and approaching. Cooking demos added.
- e. Market House Tenants
  - i. The new business Grow Up business will be opening in the silo soon.
  - ii. Old winery vacancy – The NFM is still accepting and reviewing business plans now for all interested in the space. There are currently two Italian restaurants, a slider/salad option, bourbon spirits business, and a soap and skin care business. Recommendations are planned for May to the Board.
  - iii. Two new tenants are expected to sign agreements in vacant floor spaces in May. A candy company and dessert company.

## **V. Market Staff Reports**

- a. Programs - Heather Hoch
  - i. Program Manager Heather Hoch informed the board that the commissary kitchen is now open, and that one vendor has been testing the stations to ensure everything is operational.
  - ii. There are currently five commissary kitchen vendors that will be onboarding very soon.
  - iii. The commissary kitchen was featured in a story by Eater Nashville.
- b. Facilities
  - i. Finance Manager David Griffin informed the board in place of Facilities Manager Charles Kizer that vendors/tenants need to be aware of their surroundings and to contact security about anything out of the ordinary. David Griffin also informed the board that market management and security would inform the vendors/tenants of any inclement weather watches/warnings and to please listen to all instructions provided.
- c. Finance
  - i. Finance Manager David Griffin presented the departments financial information through March 31, 2024. David spoke about the current forecast for the remainder of the fiscal year and that the department is

trending under forecasted revenue by approximately \$56,000 and over in budgeted expense by \$118,000. The department is seeking supplemental funding and increase in spending authority at this time.

**VI. Final Comments**

- a. The board of commissioners was complimentary of the market staff for all the work that has been completed recently.
- b. Dr. Brenda Butka stated that the voter registration drive that the market hosted recently was a success.
- c. Executive Director Darrell Lane discussed the successful opening of the commissary kitchen and complimented Program's Manager Heather Hoch for all she has completed thus far.

**VII. Adjournment -10:46 a.m.**

- a. Motion to Approve - Dr. Brenda Butka
- b. Second - Alex Lorenz
- c. All in Favor - Aye
- d. Opposed - Opposed