

Upriver Country Market Terms of Reference

Mandate

Our mandate is to increase awareness of and access to locally produced food, local businesses, services, and artisans to stimulate economic activity.

Vision

Our vision is to be one of the ways our upriver community and surrounding area support and practice a “buy local first” lifestyle. We are also creating a cornerstone to celebrate community, local art and music.

Membership

Membership shall be open to all from the list of signed seasonal vendors. To join the Upriver Country Market Board, interested parties shall contact one of the executives. To be elected to the executive one should have served on the board for at least one year.

Executive members are responsible for:

- Serving a one-year term
- Attending meetings
- Setting the direction of the Upriver Country Market
- Acquiring resources and determine how these shall be used
- Administering the Upriver Country Market’s budget and banking
- Acting as a central point of contact for the Upriver Country Market
- Making decisions on all issues that may arise relating to the Upriver Country Market

Executive Composition

The executive will have four members: president, vice-president, secretary, and treasurer elected for at a one-year term. There will also be additional signing officers as determined by the Board. To be elected president you need to serve on the executive for one year prior except in extenuating circumstances.

Executive members shall be elected at the annual meeting by the membership. In the event of vacancy, members will fill in.

Quorum Requirements for Decision Making Process

A quorum of a minimum of any two executive members and any two Board members is required to make decisions that require a vote.

Frequency and location of meetings

The Board of Directors shall meet in person as often as necessary to fulfill its responsibilities. There will be at least one meeting in the spring, as well as an AGM before the market opens. Meeting place will vary. Meetings will be held as needed after the market on market days during the market season. When necessary, a vote can be done through the group chat that is used to communicate with the vendors. Costs associated with attending meetings shall be the responsibility of the individual members.