



December 11, 2023

Dear MIFMA Members,

We are excited to announce that elections for MIFMA's Board of Directors will take place on Tuesday, February 27, 2024, at our Annual Meeting to be held in East Lansing during the [Michigan Farmers Market Conference](#). **Please join us in finding great candidates to help lead MIFMA!**

MIFMA's bylaws specify an eleven-member board. Four positions are to be held by farmers market representatives from around the state, two positions are to be held by Michigan farmers who sell their own products at farmers markets, and five positions are to be held by professionals with a vested interest in our mission and vision. MIFMA's mission is *to place equity at the forefront of supporting the viability of community-driven marketplaces so that they can connect all consumers to local farms and businesses*. At the upcoming Annual Meeting, we will entertain a motion to modify our bylaws and open the farmer positions up to either farmers or vendors that sell products they make through community-driven marketplaces in Michigan.

We are working to prepare a slate of candidates for our members to vote on and we need your input. This year we are **seeking (1) farmer or vendor and (3) professionals** to join the board. Please consider nominating yourself or encouraging another qualified candidate to nominate themselves. [Membership](#) is encouraged if applicable for members of the Board of Directors who are farmers and business professionals. Board members serve on a volunteer basis and only one person per membership may serve on the Board at a time. We need people who are passionate about supporting community-driven marketplaces to join us.

Please review the enclosed nomination packet, consider running for the MIFMA Board of Directors yourself, and/or encourage another qualified candidate to nominate themselves. **Nomination forms are due January 14, 2024**. Please contact MIFMA at (517) 432-3381 with any questions you may have regarding this process.

Sincerely,

Anna Almanza

Anna Almanza, Board Member and Nominating Committee Chair



517-432-3381



480 Wilson Rd., Room 172
East Lansing, MI 48824



mifma.org

Board of Directors Information for Nominees

Individuals interested in serving on the Michigan Farmers Market Association (MIFMA) Board of Directors should read all of the materials in this packet and **complete the enclosed nomination form by January 14, 2024**. Please contact the MIFMA office at (517) 432-3381 with any questions.

Qualifications: If a person is elected to the Board of Directors as a representative of a community-driven marketplace, they must be a MIFMA member in good standing and remain so during such person's term. Membership is encouraged if applicable for members of the Board of Directors who are farmers and business professionals. All Directors serve on a volunteer basis and only one person per membership may serve on the Board at the same time. The Board of Directors will act in good faith on behalf of the whole. All Directors are expected to make an annual cash donation to the Organization at an amount that they consider generous.

Membership: The Board of Directors will consist of eleven members with four positions to be held by farmers market representatives, two positions are to be held by Michigan farmers who sell their own products at farmers markets, and five positions are to be held by professionals with a vested interest in MIFMA's mission and vision. *At the 2024 Annual meeting, a proposal will be considered to modify this makeup so that the two positions formerly reserved for farmers will be open to a farmer or owner of a Michigan food or farm business that sells their own products through community-driven marketplaces. For this purpose only, food and farm businesses are defined as those that sell products grown, raised, or gathered in Michigan or value-added products processed in Michigan that include ingredients grown, raised, or gathered in Michigan.*

Nomination: A slate of candidates will be prepared by the Nominating Committee and offered to the membership at least 15 days prior to the annual meeting.

Election: The MIFMA Board of Directors shall be elected by a majority vote of the members in attendance at the MIFMA Annual Meeting to be held in East Lansing on Tuesday, February 27, 2024.

Meetings: An organizational board meeting will be scheduled following the Annual Meeting to elect officers and set the meeting calendar for April 2024 – February 2025. Currently, the Board meets every other month on the third Monday from 9:30 to 11:30 am EST by Zoom video conference in the months of April, June, August, October, December, and February with our Annual Meeting being held each year during the annual Michigan Farmers Market Conference.

Terms of Office: Board members may serve three consecutive two-year terms. Board terms are staggered.

Resignation and Removal: Board members may resign at any time by providing written notice to the Board.

Removal: Any member may be removed, with or without cause, by a 2/3 majority vote of the full Board.

Board Vacancies: If a vacancy occurs, the Board then in office may, by majority vote, choose a successor to fill that position until the next annual meeting when the members shall elect a replacement to complete the remainder of the term.

Conflict of Interest: Members shall be mindful of potential conflicts of interest that may arise for them individually on matters that come before the Board. The Board is to uphold a high standard of transparency in transactions and processes and to commit itself to maintaining the integrity of the association. Potential conflicts arising from employment, marital, or proprietary relationships should be avoided in order to prevent the appearance of impropriety. Board members shall abstain from voting if a conflict of interest arises.

Compensation for Board Service: Directors shall receive no compensation for carrying out their duties as Directors. The Board may adopt policies providing for reasonable reimbursement of Directors for expenses incurred in conjunction with carrying out Board responsibilities, such as travel expenses to attend Board meetings.

Board of Directors Members' Pledge:

I understand that as a member of the MIFMA Board of Directors I have a responsibility to ensure that the association does the best work possible in pursuit of its mission to *place equity at the forefront of supporting the viability of community-driven marketplaces so that they can connect all consumers to local farms and businesses*. I believe in this mission and I am committed to working with MIFMA to guide the organization. I pledge to devote myself to the following roles and responsibilities:

- If I am elected to the Board of Directors as a representative of a community-driven marketplace, I will be a member of MIFMA in good standing and remain so during my term. Membership is encouraged if applicable for members of the Board of Directors who are farmers and business professionals. You can join at www.mifma.org/become-a-member.
- I will make an annual cash donation to MIFMA. I understand that MIFMA's Board adopted a giving policy to show that all Board members support fund development activities and are committed to 100% giving prior to asking members or other individuals or organizations for financial support. MIFMA bylaws state that Board members will give at a level they would consider generous and donations can be made at www.mifma.org/donate.
- I am willing and able to contribute approximately 4-8 hours monthly to MIFMA activities.
- I will attend all Board meetings held face-to-face and virtually. I will notify the Secretary or the Executive Director if I cannot attend due to an allowable absence (planned event or an unforeseen emergency), preferably with at least 48 hours notice.
- I will attend at least one of MIFMA's major annual events. Examples include the Market Manager Certificate Program, Michigan Farmers Market Conference, Farmers Markets at the Capitol, and/or Year-End Food Access Meeting(s) or performing a farmers market program site visit to a market you are not regularly associated with.
- I will participate in at least one MIFMA committee: Advocacy, Finance, Fund Development, Racial Equity and Inclusion, and/or Nominating. I understand that this involves minimally one-hour each month or quarter as established by the committees.
- I will participate in an annual performance review of the MIFMA Executive Director.
- I will participate in an annual board member check in to reflect on board operations and engagement
- I will help recruit and orient new Board members.
- I will stay informed about the activities and current issues for Michigan community-driven marketplaces. I will draw upon my professional experience and expertise as well as feedback from our members to guide my actions and decision-making.
- I will review all materials prior to Board meetings (meeting minutes, agendas, budgets, etc.).
- I will return all emails and/or phone calls in a timely, professional manner.
- I understand that if I cannot fulfill these roles and responsibilities I may be asked by the Board to resign.
- I may relinquish my position on the Board at any time by submitting a letter of resignation to either the Board President and/or the Executive Director.

2024 Board of Directors Nomination Form

Name		
Address		
City, State, Zip		
Phone	Cell Phone	Email
MIFMA Member Yes _____ No _____		
Level of MIFMA Membership: Community-Driven Marketplace _____ Organizational Friend _____		
<i>If Representing a Community-Driven Marketplace, Name of Marketplace:</i>		
Describe your relevant experience with community-driven marketplaces:		
Do you have any experience working on or with another Board of Directors? Yes _____ No _____		
Please explain your past experience by listing with whom and in what position(s) you have served.		

To help our membership in this election we are asking each nominee to answer the following questions in **250 words or less**. Your response will be published and submitted to our membership for their review prior to board elections.

1. Why are you seeking a position on the MIFMA Board of Directors?
2. What will you bring to the Michigan Farmers Market Association?

In addition, **we are asking for a photo that can be shared with your response** to help identify you to our membership during this election. You may submit the Nomination Form online at www.mifma.org, or by email to office@mifma.org with the subject line: 2024 Board of Directors Nomination Form. **Nomination forms are due January 31, 2023.**

Please accept the following document(s) supporting my nomination to the slate of candidates for the MIFMA Board of Directors elections. I have read the information for nominees, realize the responsibilities and time commitment expected of a MIFMA Board member and therefore submit my qualifications.

Printed Name of Applicant

Signature

Date