

[Name of Market] Farmers' Market

By-Laws

Adopted [date of adoption]

Revised [date(s) of any revisions or amendments]

Article 1 - Formal Title

What is the official name of the organization that operates the market.

Article 2 - Purpose

Why does the organization exist? What is its purpose and/or mission?

Article 3 - Membership

Qualifications for becoming a member. [Who can apply, not who is guaranteed membership.]

Responsibilities of membership. [pay dues, act responsibly, show up at market, etc.]

Article 4 - Steering Committee: Officers and their Duties defined

How the makeup Steering Committee is determined [by election?].

Who is eligible for the Committee [current market members only?]

What are the offices of the organization and what are their duties and responsibilities. [Chair, Secretary, Treasurer, Market Master, etc.]

Length of terms of office [elected annually?].

Should the Committee include members with no specific duties? [at-large positions]

Can the Steering Committee create other ad hoc or standing committees [or do the Steering Committee members have to do everything themselves?]??

Article 5 - Meetings

Time period during which at least one meeting of the organization must take place [for example, between December and April].

Purpose of that meeting. [standard agenda to which other items to be added]

Member privileges, number of votes per membership.

Define quorum required for meeting to be valid. [See Quorums discussion on the Intro page.]

Amount of prior notice required. [One week? Two? A month?

Article 6 - Records

Are the records of the organization open to all members? [If yes, say so.]

What records shall be kept? [Treasurer's report, meeting minutes and decisions made.]

Article 7 - Dues and Liquidation

How are the dues to be set (not the amount, but the procedure) and who they should be paid to.
[Treasurer? Membership coordinator?]

Penalty for failure to pay dues.

What will happen to the organization's assets upon dissolution of the organization? [Distributed among current membership? Donated to local non-profit?]

What about non-cash assets (signs, tables, tents, etc.)?

Article 8 - Amendments

How amendments to the by laws are to be made; amount of prior notice given; percentage vote required to pass amendments.

Page created and maintained by Tom Roberts

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