

## Policy Committee Report – SJFM Co-op 2013 AGM

The Policy Committee has been working on completing the SJFM policy manual. This manual will contain all current policies relating to the different aspects of the SJFM Co-op such policies for the Board, Management and vendors. Once completed, this document will be a one-stop reference for matters relating to food safety, vendor selection, dispute resolution etc. Having such a document ensures that all members, both vendor and consumer, are treated equally and are aware of the SJFM Co-op objectives.

The Policy Committee has discussed how best to distribute the information contained in this manual. Holding workshops tends bring out the already engaged members and vendors so it was decided that members and vendors will be asked to read the manual and sign a document stating that they have done so. This signed document will be stored with the member/vendor application.

The Policy Committee will also be implementing the Artisan Jury process for new artisan vendors. It will be implemented through email. Once an artisan vendor sends their SJFM application, they will be notified of the steps necessary to complete the Jury

Finally, this committee will be working with government regulators in an attempt to make the food safety process as smooth as possible. When food vendors send their application to the SJFM, they will be notified of the process necessary for them to safely sell their food product at our market.

I've only been Chair of this committee for a few short months but have enjoyed learning about the intricacies associated with SJFM policies. If anyone has any suggestions about how we can improve this committee or its workings, please contact me at [dicksandrea@gmail.com](mailto:dicksandrea@gmail.com). We may also have openings for one or two volunteers on this committee so feel free to join in!!

Yours in service,  
Andrea Dicks