



CITY OF ALBUQUERQUE
OLD TOWN PORTAL MARKET ADVISORY BOARD
June 21, 2023 - Minutes

Board Members: Charlene Kalbfell, Marilyn Moquino, Ramona Tafoya, Dana Sherrill

City Representatives: James de Champlon

Public: Adonica Gravengood, Susan Baca, Greg Toya, Ellouise Toya

Ramona established that there was a quorum and called the meeting to order at 4:00 p.m.

Charlene motioned to approve the Agenda; the motion was seconded and approved unanimously.

Charlene motioned to approve the Minutes from the April 19, 2023 Board meeting; the motion was seconded and approved unanimously.

Public Comments: Susan Baca spoke about the February 11 incident on the Portal and mentioned that vendors had been moving around from their assigned spaces, partially as result of the lighter attendance. A conversation ensued about the possibility of trading spaces becoming a regular policy of the Portal Market. On one hand, such a policy could help to accommodate vendors with disabilities or health issues, it could also be helpful in keeping vendors that do not get along from having to sit next to one another by space assignment as it is currently practiced. On the other hand, the Portal Market program is based on the lottery equaling the playing field between preferable and less preferable spaces by the element of chance, also the program is an outdoor program and provides certain challenges to all vendors that participate in the program, presumably the advantages of being in the program outweigh these challenges.

Ellouise Toya spoke about the potential for vendors to make more of an effort to keep communication and interactions between vendors on the Portal friendlier and cordial. Ellouise pointed out that this would help to make the Portal a more inviting experience for the customers.

Portal Manager's Report: Over the past few years the shift to customers paying with credit cards through electronic devices has increased greatly. The Portal Market Manager asked the Board to consider best practices for monitoring that the required information is being made available to the customers on their receipts.

- **IV. DAILY SOLICITING RULES & REGULATIONS:** 5) Vendors shall give each customer a numbered receipt from either a preprinted numbered sales receipt book, or a sequentially numbered credit card receipt. Each receipt shall contain his/her Permit number, the date, a brief description of the items sold, and the total dollar amount of the sale.

This subject will be a line item on the August 16 agenda.

The Biennial Report for the Mayor and City Council that failed to send after the April 19 Board Meeting will be reduced in file size and will be distributed to the Board for comments and or revisions on June 22.

Handcrafted Guideline Regarding the Use of Slabs: The rule states that slabs must be made by the Craft Unit. The question being asked is if a slab is not drilled should it be considered a slab or just a thin cab? It had been determined that the cutting of slabs is a specialized skill and that only Craft Units that made their own slabs would be allowed to use slabs in their product. If buying a premanufactured slab earring and cutting off the hole is allowed, then shouldn't it be allowed to buy a premanufactured earring and drill extra holes and

add enhancements in order to make it a handcrafted item by the Craft Unit? The Board agreed to revisit this topic at the next Board meeting.

Old Business: There was a discussion about which of the two holes that have been drilled to pin down the door for the Old Town Café adjacent to space 15 should be used. The Portal Market Manager agreed to look into the matter and report back at the next meeting.

New Business: There was no New Business discussed.

Upcoming Board meeting: 8/16/23, from 4 to 5 p.m., at the Albuquerque Museum.

Board Meeting dates for FY24: 10/18/23, 12/20/23, 2/21/24, 4/17/24, and 6/19/24

Meeting adjourned at 5 p.m.