



Timeline for Proposed Changes to Roots Guidelines

October 1	All proposed changes must be submitted (in writing) to the WSFMA via below email or mail by October 1. info@wafarmersmarkets.org WSFMA 93 Pike St Suite 316 Seattle WA 98101
October – December	Board and staff review proposed changes, amend them as necessary, and finalize proposals.
January 2	Recommended changes posted (online with email notification) for member comments.
January	Staff respond to comments, compile, assess impact to proposed changes.
February	Recommended changes presented to membership and discussed during annual meeting
March	Recommended changes reviewed and amended by WSFMA Board based on annual meeting discussion
April	Proposed changes voted on at first board meeting following annual retreat.
May	Revised Roots Guidelines included in annual membership packet mailing (Include Roots Changes policy, procedure and change form in annual membership packet).
February of following year	Members review and adopt revisions or request temporary exemption (up to two years exemption).
Within 2 years	Failure to adopt revisions may result in loss of WSFMA membership.