



**Viticulture and Winery Technology Foundation
Board of Directors Meeting
November 3, 2016
5:00 p.m. – 6:30 p.m., Room 1530
AGENDA**

Board of Directors

Ronald Kraft, Chair
Rafael Rios, Vice Chair
Robert Parker, Treasurer
Paul Wagner, Director
Pat Burke, Director
Deborah Leal, Director
Paul Gospodarczyk, Director

- 1.0 Call to Order
- 2.0 Roll Call
- 3.0 Adoption of Agenda
- 4.0 Public Comment
- 5.0 Approval of Minutes – 7/11/16
- 6.0 Treasurer’s Report – Year end and first quarter financials, update on audit and tax returns
- 7.0 Managing Director’s Report
- 8.0 INFORMATION AND DISCUSSION ITEMS
 - 8.1 NVC Foundation Developing Campaign
President Ronald Kraft will update the directors on planning activities conducted through the NVCF subcommittee of VWT
 - 8.2 Wine Sales and Production
Chris Mraz, wine and sales marketing assistant, and Paul Gospodarczyk, VWT instructor will update the directors on the wine sales and production schedules. Issues regarding inventory, storage, planning and sales strategies for 2016-17 may also be discussed.
 - 8.3 Vineyard Management
Milly Hodgins, VWT instructor will update the directors on the vineyard and vineyard operations.

9.0 ACTION ITEMS

- 9.1 Board of Directors – Paul Wagner, wine marketing instructor, has served on the VWT Board of Directors pending the hire of a second full-time faculty member in the program. This item allows the Board to appoint Molly Hodgins, VWT instructor, to Board of Directors and remove Paul Wagner, wine marketing instructor.
 - 9.2 Annual Meeting Calendar – Quarterly on the first Thursday of the month. The Annual Organizational Meeting will be held in the first quarter of the fiscal year.

Proposed Future Meeting Dates: 2/2/17, 5/4/17, 8/3/17 (Annual Organizational Meeting), 11/2/17
 - 9.3 Authorize to Proceed - Submission to California Alcohol Beverage Control (ABC) of updated premise area diagram for existing license (to include portions of Building 100 and other campus locations) and submission of application for duplicate license for tasting function at the Upper Valley Center.
 - 9.4 Authorize to Proceed – Development of a business plan for the operations of the VWT Foundation. Plan development may entail minimal expenditures (not to exceed \$2500) for consulting and/or consultation with legal counsel.
 - 9.5 Endorse Next Steps – Secure trademark, copyright, service mark and other registrations.
 - 9.6 Review and approve policies/procedures – Guiding documents will be presented for review and consideration. Topics may include wine use on campus, development of VWT Foundation procedures, and delegation of authority/signing authority.
- 1.0 Announcement of Future Meetings – see 9.2 above
 - 2.0 Future Agenda Item(s)
 - 2.1 Revisit the Subcommittee’s Report on the VWT Strategic Plan
 - 3.0 Adjournment