



**Viticulture and Winery Technology Foundation
Board of Directors
August 24, 2017
5:00 p.m. – 6:30 p.m., Room 1530
AGENDA**

Board of Directors

Ronald Kraft, Chair
Kyle Iverson, Vice Chair
Robert Parker, Treasurer
Pat Burke, Director
Deborah Leal, Director
Paul Gospodarczyk, Director
Molly Hodgins, Director
Paul Wagner, Advisor to the Board

- 1.0 Call to Order
- 2.0 Roll Call
- 3.0 Adoption of Agenda
- 4.0 Public Comment
- 5.0 Approval of Minutes – 5/4/17
- 6.0 Managing Director’s Report
- 7.0 INFORMATION AND DISCUSSION ITEMS
 - 7.1 NVC Foundation Campaign Update
Dianna Chiabotti, dean of Career Technical Education & Workforce Development, will provide an update on the developing campaign.
 - 7.2 Vineyard Management
Molly Hodgins, VWT instructor, will update the directors on the vineyard and vineyard operations. Her report may include expectations for the season, estimated yield, and health. This item may also include a discussion of the vines at the Upper Valley Campus.
 - 7.3 Wine Production
Paul Gospodarczyk, VWT instructor, will update the directors on the winery and winery operations. His report may include anticipated production and the production calendar.
- 8.0 ACTION ITEMS
 - 8.1 Approve Auxiliary Organization Annual Report
 - 8.2 Review/Approve Quarterly & Year End Financial Reports, ending 6/30/17 (including general ledger/warrants per request of the board of directors)

- 8.3 Adopt Final Budget 2017-2018
Budget to include: Part-time Marketing Assistant position, Wine Service Team positions, Square Up POS, Tiny Tasting Room operations, and PAC Tasting Room Build-Out.
- 8.4 Consider Ad Hoc Committee for Marketing Plan Development
- 8.5 Approve Master Agreement Addendum
- 8.6 Approve Delegation of Authority to Managing Director (resolution)
- 8.7 Board of Director Policies
 - 8.7.1 Governance
 - VWTF 3310 – Records Management Policy
 - VWTF 3410 – Non-discrimination
 - VWTF 3900 – Promotional Use of District Wine
 - 8.7.2 Finance
 - VWTF 6310 – Expenditures
 - VWTF 6340 – Source and Use of Public Relations Funds
 - VWTF 6350 – Records and Annual Report of Auxiliary Organizations
 - VWTF 6420 – Annual Audit
 - VWTF 6530 – Insurance
 - 8.7.3 Human Resources
- 9.0 Adjournment

Future Meetings:

11/2/17, 2/1/18, 5/3/18