



**Napa Valley College Viticulture and Winery Technology Foundation
Meeting of June 30, 2015
5 pm – Room 1531, McPherson Administration Building**

MINUTES

1.0 Call to Order – 5:04 pm

2.0 Roll Call – Those Present: Ronald Kraft, Pat Burke, Debi Leal, Rafael Rios, and Jeanine Hawk. **Staff present:** Glenna Aguada, Michael Baldini, and Mechele Manno. **Guests Present:** None. **Those Absent:** None.

3.0 Adoption of Agenda – Agenda adopted by directors.

4.0 Public Comment – No public comments.

5.0 Approval of Minutes – Minutes for February 5, 2015 were approved as submitted.

6.0 Treasurer’s Report

Glenna Aguada presented the treasurer’s report. The beginning balance is \$40,671.97 and ending balance is \$46,527.78 as of May 31, 2015. Glenna reviewed income statement, balance sheet and budget status report. The budget status report was updated with more details, and the directors endorsed the improvement to the report. If there are any other details wanted, Glenna will provide them to the directors. The college will be working with the winery to become self-sufficient over the next year.

7.0 INFORMATION ITEMS

7.1 Report on Wine Sales and Production

Jeanine Hawk updated the Board on the contract with Whole Foods. An application has been submitted to Whole Foods regarding the bottling of the bulk wine. This will be finalized after the section on the college’s insurance is completed.

7.2 Discussion on Nomination of Board Directors

Ron Kraft reviewed the bylaws on the composition and number of Board Directors and length of term. Ron gave a brief bio on Paul Gospodarczyk and Paul Wagner who represent faculty on the Board. After discussion, both were nominated to the NVC VWT Foundation Board of Directors. Faculty will be advised about their roles on the Board.

7.3 Review and Update the NVC VWT Mission, VWT 2020 and Activity Statement

The mission statement was reviewed at the February 5 meeting. For today's meeting, Ron showed the Board a PowerPoint presentation that was presented to a group visiting NVC from China. The PowerPoint highlighted future property plans. Here are some highlights:

- The college has 180 acres, which 50 percent is developed.
- At the NVC St. Helena Campus, the goal is to develop around the culinary, hospitality, and VWT programs. Some thoughts are to install a small vineyard and brewery.
- The Mt. Veeder Farm (formerly Bumpy Camp) is a long-term legacy piece. The property can be cultivated (1/3 of the property), used for scientific research and used for educational purposes.
- In about two years, a vineyard will be established on the Mt. Veeder Farm.
- A possibility of offering a new program on fermentation science at the NVC St. Helena campus.
- Organizational structure for culinary, hospitality and VWT programs is currently under review. The college's plan is to place these programs under a dean.
- For 2016-17, Sonoma State University is considering to partner with NVC St. Helena campus. This connection could grow and align with our culinary, hospitality and VWT programs.
- The tasting room is the top priority for the college (see 7.5 for details)

7.4 Organizational Structure of the NVC VWT Foundation and Progress

See item 7.3 and 7.5.

7.5 Discussion of Main and Upper Valley Campus in St. Helena Initiatives

Ron Kraft updated the Board on details of the wine tasting room. There were three different locations discussed for the tasting room: UVC, main campus in the Performing Arts Building and the old agriculture lab. The tasting room will be located in the old agriculture lab room 3200C. The goal is to develop the wine tasting room by the end of August. The NVC VWT Foundation received funds in the amount of \$40,000 from the Perkins Career Pathway grant. In addition, the college needs to procure matching funds to complete this project. Here are highlights of the conversation:

- The old agriculture lab will be converted to a live classroom and tasting room.
- The tasting room will be open to the public on Friday, Saturday and Sunday.
- Interns would gain work experience by running the tasting room along with culinary students to pair wine with food.
- The room can be a place to offer other courses such as TIPs training.

Ron will forward to the Board of Directors a job description for the Winery Operation Manager, the VWT 2020 vision, and the plan B document.

8.0 ACTION ITEMS

8.1 Align the NVC VWT Foundation Fiscal Year with NVC

At the February 5 meeting, Glenna requested that the Foundation fiscal year be aligned with the college fiscal year. A M/S/C (Burke/Hawk) was made to align the NVC VWT Foundation fiscal year with NVC fiscal year. The directors present approved the fiscal year alignment.

8.2 Appointment of VWT Faculty to the Board of Directors

The Board of Directors discussed the nomination of Paul Gospodarczyk and Paul Wagner (see item 7.2 for more details). A M/S/C (Leal/Burke) was made to appoint Paul Gospodarczyk and Paul Wagner who represent faculty to the Board of Directors. The directors present approved the appointments.

8.2 Endorsement of Next Steps

No action items for next steps.

9.0 Future Agenda Items

- Defensively Register Your Trademark
- E-Commerce/Direct to Consumer (DTC)

10.0 Announcement of Future Meetings at 5:00 pm

- Thursday, August 6, 5-6:30 pm
- Thursday, November 5, 5-6:30 pm

11.0 Adjournment – 6:30 pm