



**LLC Managing Committee Meeting Agenda
Zoom Meeting**

Monday, December 18, 2023
3:00 PM

Committee Members (8):

Bill Pauli (CAWG Past Chair), Chair (July 1, 2023 – June 30, 2024)

Mike Boer (CAWG Past Board Member), Natalie Collins (CAWG President), Tom Collins (ASEV Past President), Jim Harbertson (ASEV Technical Program Director), Dan Howard (ASEV Executive Director), Anita Oberholster (ASEV 1st Vice President), Tom Slater (CAWG Past Chair)

LLC Managing Committee Meeting Agenda

1. **Call to Order**
2. **Approval of December 18 Meeting Agenda**
3. **Approval of November 16 Meeting Minutes***
4. **New Business**
 - a. ASEV LLC Representative
5. **Old Business**
 - a. Ballroom B/Exhibit Hall Update
 - b. Update on status of 30th Anniversary & Partnership Video
6. **Next Meeting Date and Time**
7. **Adjournment**

**documents attached*



LLC Managing Committee Meeting Minutes Zoom Meeting

Thursday, November 16, 2023
3:00 PM

Committee Members:

Bill Pauli (CAWG Past Chair), Chair (July 1, 2023 – June 30, 2024)
Mike Boer (CAWG Past Board Member), Natalie Collins (CAWG President), Tom Collins (ASEV Past President), Jim Harbertson (ASEV Technical Program Director), Dan Howard (ASEV Executive Director), Anita Oberholster (ASEV 1st Vice President), Tom Slater (CAWG Past Chair)

Others Present:

Jenny Devine, CAWG, Jen Smalley, ASEV

LLC Managing Committee Meeting Agenda

1. **Call to Order.** Bill Pauli called the meeting to order at 3:01 PM.
2. **Approval of November 16 Meeting Agenda.** Jim Harbertson moved to approve the November 16 meeting agenda, second by Anita Oberholster. Motion was approved.
3. **Approval of October 10 Meeting Minutes.** Natalie Collins moved to approve the October 10 meeting minutes, second by Jim Harbertson. Motion was approved.
4. **New Business**
 - a. **Unified Wine and Grape Symposium LLC Operating Agreement.** Dan Howard provided an update, stating that both ASEV and CAWG have approved and signed the operating agreement valid through 2039. One specific change to the LLC Managing Committee terms – the term limits have changed from no term limits to a maximum of two consecutive three-year terms.
 - b. **Fiscal Year Review.** Dan Howard reminded the managing committee that our accounting firm closed their doors as of November 15th. We are due for a full audit this year for last fiscal year, and he would like to get the managing committee's thoughts around doing a financial review instead of a full audit. There is not a big different between a financial review and an audit, but additional work. The amount of work and review that goes into a fiscal year review will provide the proper information needed. Dan has asked the LLC Managing Committee to make a motion to approve a financial review this year, in place of an audit, until we can identify a new firm. Jim Harbertson made the motion to approve the fiscal year review instead of a full audit. Anita Oberholster second the motion, motion was approved.
 - c. **Registration Update.** Dan Howard provided an update on the registration, he stated that we are about 2% higher than where we were this same time last year, and registration is trending upward slightly, but running right on target.
 - d. **Ballroom B/Exhibit Hall Update.** Jen Smalley provided a status update on where we are with selling Ballroom B. We are currently sold out on our existing space, and we have 25 companies on the waitlist. We need to have about 100 booths sold to fill the full ballroom and 40 booths to fill half of the ballroom. It is not guaranteed that all 25 companies on the waiting list would confirm their space. We have until beginning of December to make the decision to whether or not we keep the Ballroom B space. We will continue to sell the space and regroup in early December.



5. **Old Business**

- a. **Update on status of 30th Anniversary & Partnership Video.** Natalie Collins provided an update on the video. Both sets of interviews have been completed, B-roll footage is complete, and we should have the first video draft by December 1. The video production company is asking for photos and we are working on providing them with photos we have on file.
- b. **State of the Industry: Feedback from Committee.** The State of the Industry Panel is hosting their first meeting on Friday morning at 8 AM. If the managing committee has any feedback to please share with Natalie directly via email. The one main issue that we will need to focus on is time for each panel, Natalie Collins and Jenny Devine will work on a system to help each speaker keep on time.
- c. **Keynote Speaker Update.** Natalie Collins stated that as of this moment Governor Newsom is not available to join us. However, he has an open invitation to join Secretary Ross on the stage if his availability does allow. She will keep the committee updated if there are any changes.

6. **Next Meeting Date and Time.** The next LLC Managing Committee meeting will take place on Monday, December 18 at 3 PM.

7. **Adjournment.** Bill Pauli called for a motion to adjourn the meeting. Jim Harbertson made a motion to adjourn the meeting, the motion was second by Anita Oberholster. Motion was approved.